

Legislative Staff **Accessibility Update**

June 27, 2024 | Executive Committee of the Legislative Council

Annabelle Tracy

Legislative Council Staff

annabelle.tracy@coleg.gov

Agenda

1. Relevant Policies (HB21-1110 and HB24-1454)
2. CGA Accessibility webpage
3. Accommodation Request Form
4. CGA Digital Accessibility Report

HB21-1110

All **digital content** must be accessible
by July 1, 2024.

(websites, apps, software, documents, audio & video, etc.)

HB24-1454

Immunity from liability for one year,

if the entity:

HB24-1454

1. makes a good faith effort towards compliance;
2. publishes a quarterly progress report;
3. provides an easy way to request accommodation; and
4. makes a good faith effort to fix a problem, if requested by a person with a disability.

New CGA Accessibility webpage



Colorado General
Assembly

Colorado General Assembly
200 E Colfax Avenue
Denver, CO 80203
comments.ga@coleg.gov

RESOURCES & INFORMATION

Capitol Security Protocol
Colorado Open Records Act Maximum
Hourly Research and Retrieval Fee
Legislative Resources & Requirements
Legislative Workplace Study
Rules & Regulations of Executive Agencies
Salaries for Legislators, Statewide Elected
Officials, and County Officers
State Home
Transparency Online Project

POLICIES

[Accessibility](#)
Language Interpretation Services Policy
Remote Testimony and Remote
Participation Policies
Open Records Requests & Policy
Privacy Policy
Public Wi-Fi
Workplace Expectations
Workplace Harassment Policy

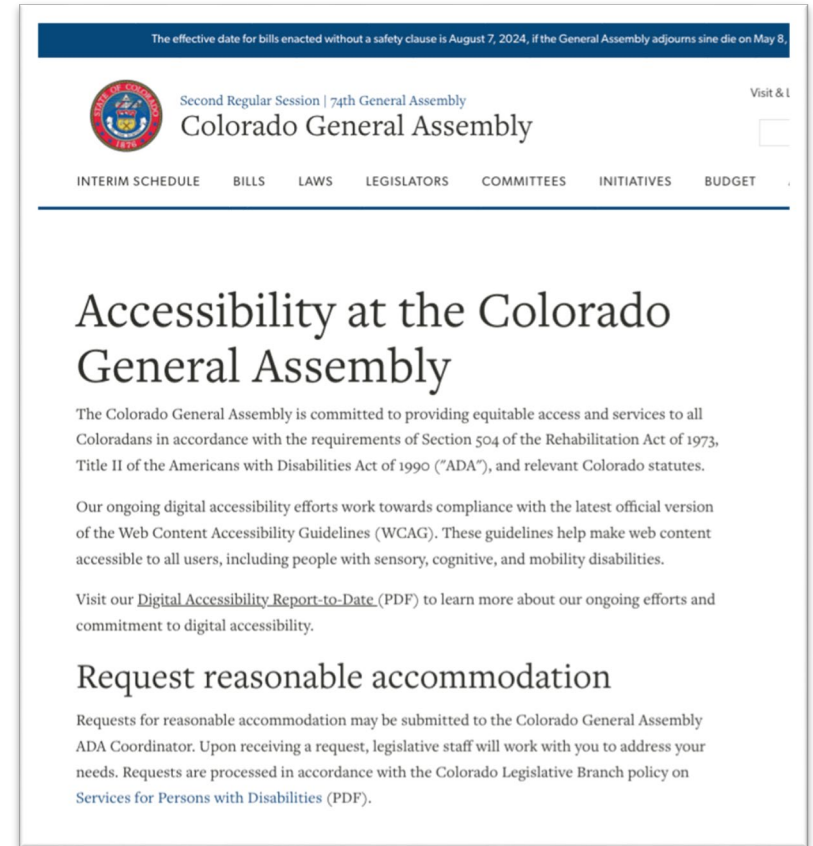
FOR LEGISLATORS & STAFF

Ethics Tutorial
IT Login
New Legislator Orientation
Social Calendar
House and Senate Rules
Policy on Member Requests for CSP
Protection


New CGA Accessibility webpage

The page contains:

- An accessibility statement
- Accommodation Request Form
- Website Feedback Form
- Policy on Services for Persons with Disabilities
- Digital Accessibility Report



The effective date for bills enacted without a safety clause is August 7, 2024, if the General Assembly adjourns sine die on May 8.

 Second Regular Session | 74th General Assembly
Colorado General Assembly Visit & L

INTERIM SCHEDULE | BILLS | LAWS | LEGISLATORS | COMMITTEES | INITIATIVES | BUDGET

Accessibility at the Colorado General Assembly

The Colorado General Assembly is committed to providing equitable access and services to all Coloradans in accordance with the requirements of Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 ("ADA"), and relevant Colorado statutes.

Our ongoing digital accessibility efforts work towards compliance with the latest official version of the Web Content Accessibility Guidelines (WCAG). These guidelines help make web content accessible to all users, including people with sensory, cognitive, and mobility disabilities.

Visit our [Digital Accessibility Report-to-Date \(PDF\)](#) to learn more about our ongoing efforts and commitment to digital accessibility.

Request reasonable accommodation

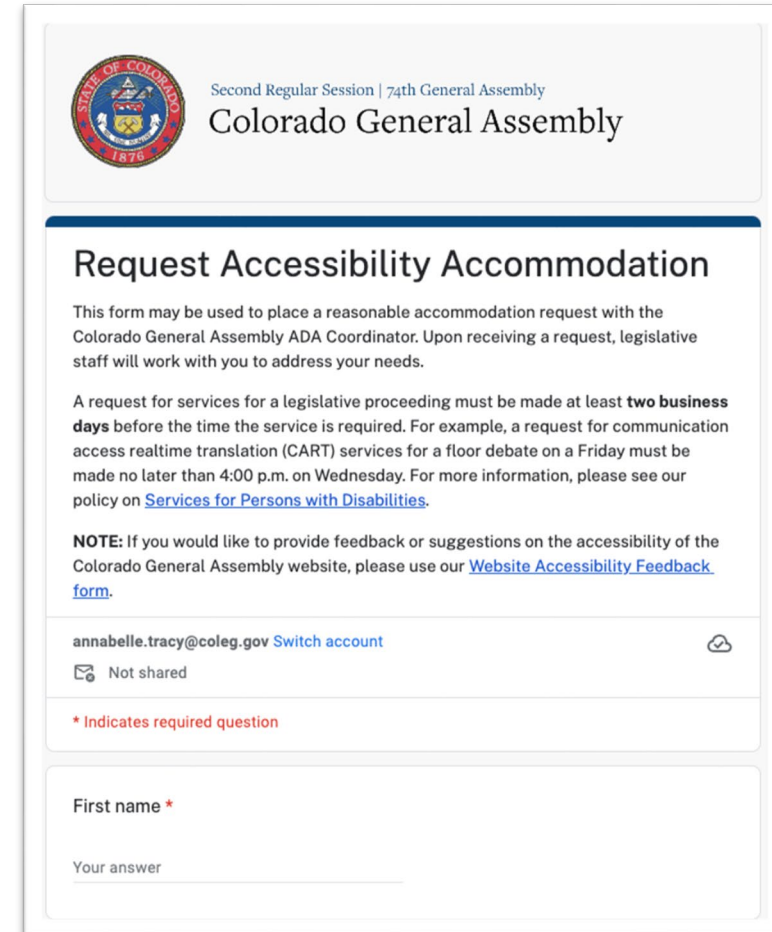
Requests for reasonable accommodation may be submitted to the Colorado General Assembly ADA Coordinator. Upon receiving a request, legislative staff will work with you to address your needs. Requests are processed in accordance with the Colorado Legislative Branch policy on [Services for Persons with Disabilities \(PDF\)](#).

Accessibility Accommodation Form

Reflects the Services for Persons with Disabilities Policy.

Use this form to:

- request accommodation for legislative proceedings; and
- request document accommodation and remediation.



The screenshot shows the top portion of a web form. At the top left is the Colorado State Seal. To its right, the text reads "Second Regular Session | 74th General Assembly" and "Colorado General Assembly". Below this is a blue horizontal line. The main heading is "Request Accessibility Accommodation". The text below explains that the form is for requesting reasonable accommodations with the ADA Coordinator. It specifies that requests must be made at least two business days in advance, with a specific example for CART services on a Friday. A note at the bottom provides a link for website accessibility feedback. The form also shows the user's email address, "annabelle.tracy@coleg.gov", and a "Not shared" status. A red asterisk indicates a required question, and the first input field is labeled "First name *".

STATE OF COLORADO
1876

Second Regular Session | 74th General Assembly
Colorado General Assembly

Request Accessibility Accommodation

This form may be used to place a reasonable accommodation request with the Colorado General Assembly ADA Coordinator. Upon receiving a request, legislative staff will work with you to address your needs.

A request for services for a legislative proceeding must be made at least **two business days** before the time the service is required. For example, a request for communication access realtime translation (CART) services for a floor debate on a Friday must be made no later than 4:00 p.m. on Wednesday. For more information, please see our policy on [Services for Persons with Disabilities](#).

NOTE: If you would like to provide feedback or suggestions on the accessibility of the Colorado General Assembly website, please use our [Website Accessibility Feedback form](#).

annabelle.tracy@coleg.gov [Switch account](#)

Not shared

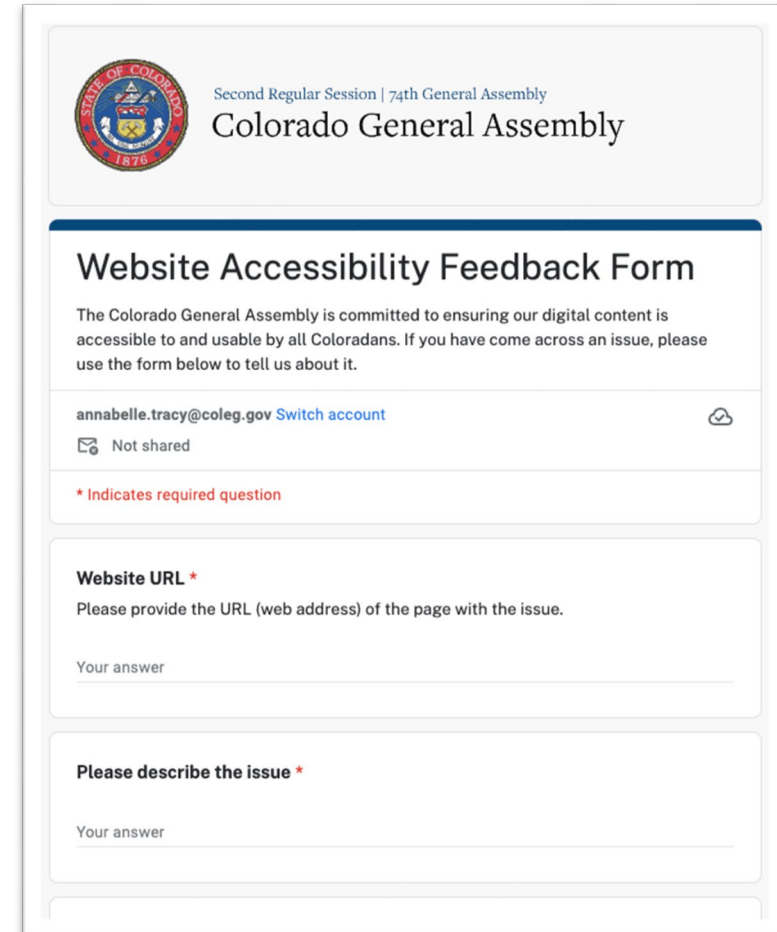
* Indicates required question

First name *

Your answer

Website Feedback Form

Use this form to provide accessibility and usability related feedback and suggestions to Legislative Information Services (LIS).



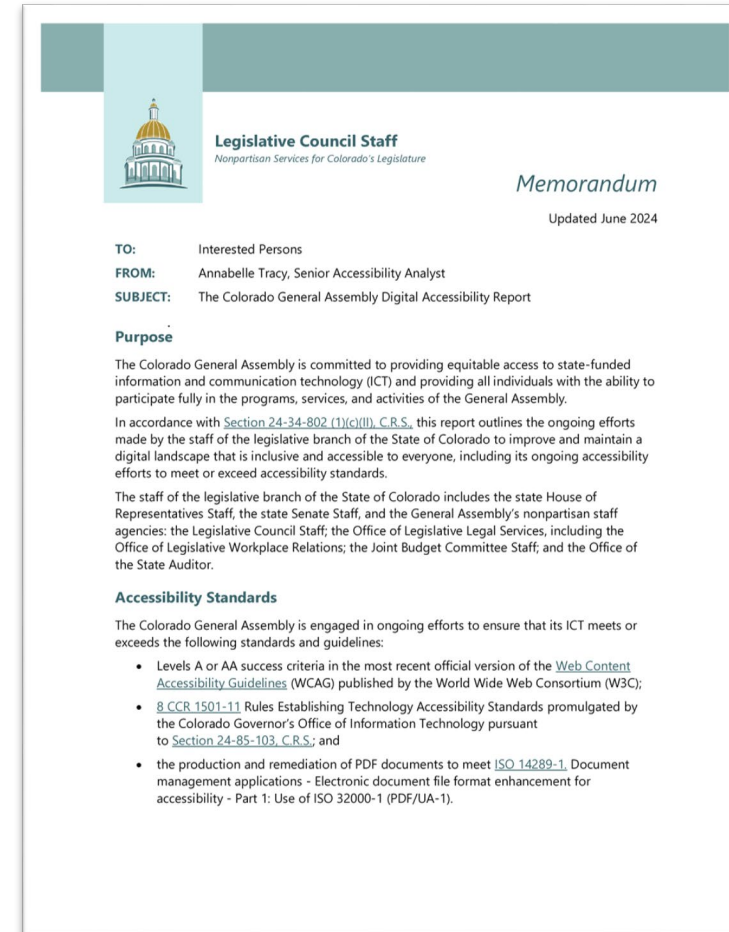
The screenshot shows a web form titled "Website Accessibility Feedback Form" from the Colorado General Assembly. At the top left is the state seal of Colorado. To its right, the text reads "Second Regular Session | 74th General Assembly" and "Colorado General Assembly". Below the header, the form title "Website Accessibility Feedback Form" is followed by a paragraph: "The Colorado General Assembly is committed to ensuring our digital content is accessible to and usable by all Coloradans. If you have come across an issue, please use the form below to tell us about it." The form includes a contact email "annabelle.tracy@coleg.gov" with a "Switch account" link and a "Not shared" status. A red asterisk legend indicates "* Indicates required question". The form contains two required text input fields: "Website URL *" with the instruction "Please provide the URL (web address) of the page with the issue." and "Please describe the issue *" with the instruction "Your answer".

Digital Accessibility Report

Required by HB24-1454.

The report must:

- demonstrate concrete and specific efforts towards compliance;
- be updated quarterly; and
- be posted on the website.



What's Next

1. Focus on products in **active use**.
2. Communication with staff on the **PDF remediation process**.