



MINUTES
OXFORD CIVIL RIGHTS COMMISSION

Municipal Building 15 South College Ave. Oxford, Ohio 45056 Second Floor Conference Room

THURSDAY, DECEMBER 11, 2025 AT 4:00 PM

Approval of Agenda

Members Present: Suzanne Zazycki, Wyatt Holmes, Roxanne Ornelas, and Rebecca Howard.

Staff Members Present: Mr. Douglas R. Elliott, Jr., City Manager/Director; Ms. Jessica Greene, Assistant City Manager; and Ms. Heather Barbour, Clerk of Council.

A regular meeting of the Civil Rights Commission was called to order by Director Elliott on Thursday, December 11, 2025, at 4:02 pm.

Motion – To Approve the Agenda.
(Voice Vote) 1st Ms. Ornelas 2nd Ms. Zazycki
AYE # 4
NAY # 0
ABS # 0

Approval of Minutes

1. Minutes from the September 11, 2025, meeting.

Motion – To Approve the September 11, 2025, meeting minutes.
(Voice Vote) 1st Mr. Holmes 2nd Ms. Ornelas
AYE # 4
NAY # 0
ABS # 0

Old Business

None.

New Business

1. Presentation — Student Group Conducting the Accessibility Study for the City.

Ms. Greene gave a brief review of what the CRC asked the student group to provide and introduced Mr. Sujay Sabnis. Mr. Sabnis then introduced the students who worked on the project (complete audit reports and slides are included in the minutes). The primary item of new business was a presentation by Miami University students enrolled in a Disability Studies course, coordinated through faculty collaboration with the City. The students conducted an ADA accessibility assessment of multiple City of Oxford facilities and services using a comprehensive checklist from the New England ADA Center. Approximately seven to eight locations were reviewed as part of the course's final project, with the intent that remaining facilities may be assessed in a future phase. The presentation began with an overview of the project methodology and the importance of accessibility to civic participation, economic inclusion, and risk management. Students emphasized that accessibility improvements benefit the broader community, not only individuals with disabilities, and reduce the City's exposure to potential legal challenges. Findings were presented facility by facility. Concerns were discussed regarding the City of Oxford Website. Ms. Greene mentioned that the City is undergoing a website refresh very soon that will improve site accessibility. Commission members thanked the students and faculty for the thorough and practical assessment. Discussion focused on prioritizing website accessibility, improving signage language (including replacing the term "handicapped" with "accessible"), and implementing lower-cost improvements in the near term. Larger capital projects were acknowledged as longer-term efforts requiring further study and inclusion in the City's capital improvement planning process. Potential future collaboration with Miami University, including additional assessments, was also discussed. The Commission agreed that the findings would be incorporated into updates to the City's Accessibility Transition Plan and used to inform future planning and budgeting decisions.

Adjournment

Motion – To Adjourn at 4:56 pm.
(Voice Vote) 1st Ms. Howard 2nd Mr. Holmes
AYE # 4
NAY # 0
ABS # 0

The next meeting will be held on Thursday, March 12, 2026, at 4:00 pm at the Municipal Building.