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REVISED FINAL - 5/22/92

CONTACTS:

Judy Brown
913/295-2745 (o)
913/836-2319 (h)
Jo-Anne Coe
202/408-5086 (o)
703/845-1714 (h)
Gale Grosch
913/371-6108 (o)
816/373-8468 (h)
Cathie Yager
316/263-4956 (o)
316/681-3804 (h)
YINGLING AIRCRAFT
316/943-3246

WEATHER:

FRIDAY: Partly cloudy, chance of thunder storms in the afternoon. Highs 80-85, with southerly winds at 10-20 mph.
WEEKEND: Again, a chance of showers and thunder storms with highs in the 80's and lows in the 60's.

NATIONAL WEATHER SERVICE: 1-800-432-3929

KANSAS SCHEDULE FOR SENATOR DOLE - MAY 22 - MAY 27

FRIDAY, MAY 22

3:30 p.m.	Lv. for airport Driver: Wilbert
4:20 p.m.	Lv. Washington National U.S. Air Flight #211
5:54 p.m.	Ar. Kansas City International MET BY: Dennis Richmeier/Mitch Mosiman
6:15 P.M.	Lv. KCI for Russell

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman

2

CO-PILOT: Dennis Richmeier
FLIGHT TIME: 1 hour

MANIFEST: Senator Dole
Mike Glassner

7:15 p.m. Ar. Russell - Rich's Air Service
913/483-6711

There will be a White Ford Taurus (rental car) at the Russell airport for Mike to use throughout the trip. Keys will be under the floor mat.

RON - Russell
MIKE GLASSNER - WINCHESTER INN - 914/483-6660

SATURDAY, MAY 23

8:45 a.m. Lv. Russell for Hutchinson - Rich's Air Service - 913/483-6711

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 25 mins.

MANIFEST: Senator Dole
Mike Glassner

9:10 a.m. Ar. Hutchinson Airport - Wells Aviation
316/663-1546

MET BY: Dr. Bob Morrison
316/665-6519

Drive to Sterling (33 miles)
DRIVE TIME: 35 mins.

9:45 a.m. Ar. Sterling College - Processional starts at
9:45 a.m. - if you arrive in time, they would
like you in the processional

You will be introduced to speak immediately after the processional. Following the speech you will be presented your Honorary Doctorate Degree by Dr. Parrott and then will be free to leave. I have been assured that you will be through by 10:30 a.m., but I added 15 minutes.

FORMER INTERN, DARREN DICKS, WILL BE GRADUATING.

10:00 a.m.
to
10:30 a.m.

Sterling College Commencement

9:45 a.m. - Processional begins

10:00 a.m. - Senator Introduced

10:03 a.m. - Senator Speaks

Immediately following speech, Senator Dole presented with Honorary Doctorate Degree.

ATTENDANCE: 1000-1500

CONTACT: Susan Cornett
316/278-2173

10:45 a.m.

Lv. Sterling for Hutchinson via P.O.V.
(33 miles)
DRIVE TIME: 35 minutes

11:30 a.m.
to
11:50 a.m.

Ar. Hutchinson Heights, 4000 N. Monroe,
316/669-8522.

You will be met by Virginia Hulet and Gay Taylor, who will introduce you to Ray Vernon, Interim CEO of the Presbyterian Manor.

CONTACT: Gay Taylor, Administrator
316/669-8522
Virginia Hulet
316/663-2911

11:50 a.m. Lv. Hutchinson Heights for R. A. Edwards
Home.
DRIVER: Dr. Bob Morrison
DRIVE TIME: 10 mins.

NOON to 1:00 p.m. PRESS AVAILABILITY - Hutch Daily News and
local Radio - Dole and GOP Chairs and co-
Chairs, and other supporters.

Home of R. A. Edwards
73 Willowbrook
316/663-1521 (h)
316/663-7079 (o)
CONTACT: Wanda Morrison
316/665-6519

1:15 p.m. Lv. Hutchinson for Beloit - Wells Aircraft
316/663-1546

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 30 mins.

MANIFEST: Senator Dole
Mike Glassner

1:45 p.m. Ar. Beloit - Moritz Memorial Airport
913/738-2770

2:00 p.m. to 2:45 p.m. SPEAK - Dedication of Moritz
Memorial Airport

PROGRAM:

Welcome & Introduction of Priest for
invocation - Mayor Ed Specht

Invocation by Priest

Introduction of Senator - Mayor Specht

SPEAK - Senator Dole

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Mayor Ed Specht & Senator Dole - make the official dedication of Moritz Memorial Airport - Senator will present plaques.

Tom Moritz, Mrs. Stan (Jean) Moritz, & Ann Moritz will accept on behalf of the Moritz family.

Tom Moritz will briefly discuss the history of Moritz Memorial Airport

Mrs. Stan Moritz and Ann Moritz will make brief remarks on behalf of Stan Moritz.

Mayor Specht will conclude the ceremonies.

CONTACT: Gene Miles

**The entire dedication will take approximately 35-40 minutes.

**Immediately following the dedication - Photo-op with Cal James and Jewell County Republicans.

3:00 p.m.

Lv. Beloit for Wichita

AIRCRAFT: Cessna 414 Chancellor

TAIL NO.: 12536

SEATS: 5

PILOT: Mitchell Mosiman

CO-PILOT: Dennis Richmeier

FLIGHT TIME: 46 mins.

MANIFEST: Senator Dole
Mike Glassner

3:46 p.m.

Ar. McConnell Air Force Base

316/652-3701

Colonel Mangels will meet you and take you to the meeting.

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4:00 p.m. MEETING WITH RUSSIAN ADVANCE TEAM
McConnell AFB - Wing Commander's office
384 Bombardment HQ

CONTACT: COLONEL JOHN MANGELS
316/652-3100

5:00 p.m. Lv. Wichita for Russell

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 35 Mins.

MANIFEST: Senator Dole
Mike Glassner

5:36 p.m. Ar. Russell - Rich's Air Service
913/483-6711

DRIVER: Mike Glassner (Rental car)

RON - RUSSELL
MIKE GLASSNER - WINCHESTER INN - 913/483-6660

SUNDAY, MAY 24

A.M. Private Time - Russell

2:30 p.m. Lv. Russell for Kansas City - Rich's Air
Service - 913/483-6711

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 1 hour

MANIFEST: Senator Dole
Mike Glassner

3:30 P.M. Ar. Johnson County Executive Airport.
Kansas City Aviation: 913/782-0530

MET BY: Gale
DRIVE TIME: 20 minutes

3:50 p.m. Ar. Cypress Recovery

4:00 p.m. OLATHE - SPEAK - Dedication of Cypress
to Recovery Inc. Cypress is a non-profit,
5:30 p.m. diagnostic and out-patient counseling
center, for drug and alcohol abuse.

You met the founder and Executive
Director of Cypress, Tom Culala
when he was in Washington a year
ago to receive the Jefferson Award.

ATTENDANCE: 300-400

3:30 p.m. Prelude of Classical piano
by 17 yr. old recovering youth.

4:00 p.m. Flag Salute & Star Spangled Banner

4:05 p.m. Tom Culala - introduction of
honored guests.

4:15 p.m. Tom Culala - presentation to
"Those suffering" and the
philosophy of Cypress Recovery.

4:30 p.m. Presentation of "recognition"
awards to James Sanford, Herman
Edwards, Alex Moore (GM Rep.) and
Senator Dole

4:40 p.m. SENATOR'S REMARKS

5:00 p.m. Senator Dole dedicates the model of
recovery and the facility(s) to
"Those suffering in Kansas...A
Chance for a Lifetime"

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Ceremony concludes - introduce Senator to 3
or 4 special recovering kids, staff members
and volunteers.

CONTACT: Tom Culala, 913/764-7555

5:30 p.m.

Lv. Cypress Recovery for Hyatt
DRIVE TIME: 25 mins.

DRIVER: Gale

6:00 p.m.

Ar. Hyatt

7:00 p.m.

PRIVATE DINNER - PEPPERCORN
DUCK: 816/435-4199

Kim Wells (?)
Tom Synhorst
Mike Glassner
John Petersen
Keith Schraad

**Reservations in Senator/John
Petersen's names.

RON - Kansas City Hyatt
816/421-1234

MONDAY, MAY 25

8:15 a.m.

Lv. Kansas City Municipal for Leavenworth
Executive Beechcraft: 816/842-8484

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 17 mins.

MANIFEST: Senator Dole
Mike Glassner

8:35 a.m.

Ar. Leavenworth - Sherman Field
913/651-5770

MET BY: Ed Reilly
913/682-1234 (o)
913/682-6533 (h)

DRIVE TIME: 20 mins.

9:00 a.m.

SPEAK - MEMORIAL DAY SERVICE
VETERANS ADMINISTRATION

Presentation of Colors

Master of Ceremonies - introduction:
Darrel Benchen, QM, VFW Dept. of Ks.

Invocation: Father Carl Pfister

Pledge of Allegiance: Benchen will lead.

Opening remarks: Jerry Vitela, Director
Leavenworth National Cemetery

Star Spangled banner: Leavenworth
Community Band.

*9:15 a.m. Senator Dole's address

Placing of the Wreaths - Senator

Salute to the Dead - Benediction - Music

**Jerry Vitela is aware that you may have to leave
before the service concludes, but doesn't
anticipate it will last more than 30 mins.

CONTACT: Jerry Vitela
913/682-2000

9:30 a.m.

Lv. Veterans Administration for airport
DRIVE TIME: 20 mins.

9:50 a.m.

Wheels up for Lucas

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436

10

SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 55 mins.

MANIFEST: Senator Dole
Mike Glassner

**I have checked with Yingling, and they can land in Lucas if the weather is good. In the event you can't get to Lucas because of weather, Bill Langdon advises that they do have a back-up speaker.

10:45 a.m.

Ar. Lucas - Home Oil Co.
913/525-6225

MET BY: Bill Langdon

DRIVE TIME: 5 mins.

11:05 a.m.

Presentation of Colors

Emcee: Jean Mettlen, Acting Commander
American Legion

Prayer - Baptist Minister
followed by 30 seconds of
silence.

Remarks: Lynn Hall, Russell

INTRODUCTION OF SENATOR: Lynn Hall

SPEECH: Senator Bob Dole

Place wreath on the largest flag pole.

11:45 a.m. Fly over

CONTACT: Bill Langdon
913/525-7767

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12:15 p.m. Lv. Lucas for Russell

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 10 mins.

MANIFEST: Senator Dole
Mike Glassner

12:40 P.M. Ar. Russell - Rich's Air Service
913/438-6711

RON - Russell
MIKE GLASSNER - WINCHESTER INN - 913/483-6660

TUESDAY, MAY 26 (SHEILA BURKE WILL BE IN THE TOPEKA OFFICE
TUESDAY AFTERNOON- 913/295-2745). WILL
ATTEND FUNDRAISER AT THE RAMADA AND FLY
TO RUSSELL WITH YOU. JO-ANNE COE AND
MARK MILLER WILL ARRIVE IN WICHITA
TUESDAY MORNING, AND FLY FROM WICHITA
TO TOPEKA WITH YOU.)

9:00 a.m. Lv. Russell Airport for Wichita
Rich's Air Service: 913/483-6711

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 35 mins.

MANIFEST: Senator Dole
Mike Glassner

9:35 a.m. Ar. Wichita - Jabara Airport

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Midwest Corporate Aviation: 316/682-5551
MET BY: Cathie Yager

DRIVE TIME: 5 mins.

10:00 a.m. WICHITA MARRIOTT - PRESS CONFERENCE - To
to Announce K.E.T.C.H.
11:15 a.m. Council - Kansas Elks Training Center
**Press conference followed by first
meeting of the council - Senator attend
briefly.
9100 East Corporate Hills Dr.
316/651-0333

CONTACT: Michelle DeVaughn
316/269-7700

11:45 a.m. WICHITA CHAMBER ISSUE FORUM - LUNCHEON
to WICHITA MARRIOTT
1:15 p.m. Chamber President: Mike Oatman
FORMAT - ROUNDS OF EIGHT
SENATOR AT CENTER TABLE, NEAR PODIUM

PROGRAM:

11:45 a.m. - Lunch Served
12:15 p.m. - Welcome & Introductions
Mike Oatman
12:20 p.m. - SENATOR'S REMARKS
12:40 p.m. - Q & A
12:55 p.m. - Presentation to Senator Dole

CONTACT: Tammy Bouchet
316/265-7771
FAX 316/265-7502

***SCHEDULE FROM THIS POINT SUBJECT TO CHANGE - POSSIBLE
MEETING IN CONJUNCTION WITH YELTSIN'S VISIT TO WICHITA.

13

1:15 p.m. DESERT BUFFET RECEPTION - FOLLOWING
to CHAMBER LUNCH - Wichita Marriott
1:45 p.m. Chamber Board members, WI/SE Council
(Economic Development), City Council
Members, County Commissioners, Mayor

FORMAT: Informal Seating

1:45 p.m. Lv. Marriott for Bank IV
DRIVER: Cathie Yager

DRIVE TIME: 15 mins.

2:00 p.m. Meet with Steering Committee for the
to Nixon event. (Jo-Anne)
3:00 p.m. Bank IV

3:00 p.m. Lv. Bank IV for Yingling Aircraft
DRIVER: Cathie Yager

DRIVE TIME: 10 mins.

3:15 p.m. Lv. Wichita for Topeka - Wichita Mid-
Continent - Yingling Aircraft:
316/943-3246

AIRCRAFT: Cessna 414 Chancellor

TAIL NO.: 12436

SEATS: 5

PILOT: Mitchell Mosiman

CO-PILOT: Dennis Richmeier

FLIGHT TIME: 40 mins.

MANIFEST: Senator Dole
Mike Glassner
Jo-Anne Coe
Mark Miller

3:50 p.m. Ar. Topeka - Philip Billard
T.J. Terminal: 913/234-2602

MET BY: Judy & Susie

***TIME OF PRESS CONFERENCE SUBJECT TO CHANGE

4:00 p.m. TOPEKA DOWNTOWN RAMADA INN - MEDIA EVENT
to Senator to receive a National Award from

14

4:15 p.m. the Learning Disabilities Association of America.

CONTACT: Joe Swalwell
913/234-9336

4:15 p.m. Proceed to Private. Ramada Downtown
913/234-5400

5:45 p.m. Lv. room for Fundraising reception in the
Ramada Inn Atrium.

5:30 p.m. DFS Fund Raiser - (Pete McGill)
to Reception - Ramada Inn Atrium
6:30 p.m. 200 @ \$50

6:30 p.m. Dinner - Ramada Inn
to 80 @ \$500
8:00 p.m.

*Senator will depart for the airport
at 7:30 p.m.

7:30 p.m. Lv. Ramada for T.J. Terminal
DRIVER: Judy

DRIVE TIME: 15 mins.

7:45 P.M. Lv. Topeka for Russell - Philip Billard
T.J. Terminal - 913/234-2602

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 12436
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 1 hr.

MANIFEST: Senator Dole
Mike Glassner
Sheila Burke

8:45 p.m. Ar. Russell
DRIVER: Mike Glassner (Rental Car)
Take Senator to his home and drive
Sheila on to Hays.

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RON - RUSSELL
MIKE GLASSNER - WINCHESTER INN - 913/483-6660
RON - SHEILA BURKE - DAYS INN (HAYS) 913/628-8261
RON - JO-ANNE COE - RAMADA INN (TOPEKA) 913/234-5400

WEDNESDAY, MAY 27

8:00 a.m. Lv. Russell for Hays
DRIVER: Mike Glassner

DRIVE TIME: 25 mins.

*SHEILA

8:45 a.m. HAYS - NW KANSAS AREA HEALTH EDUCATION
CENTER - 217 E. 32nd - Pre-meeting for
all speakers.

Coffee and do-nuts.

CONTACT: Calvin Thomas
913/628-6128

8:30 a.m. FUNDRIASING BREAKFAST for State Senator Jerry
to Moran - Hays VFW - 913/625-9940
9:30 a.m.

9:30 a.m. HEALTH HEARINGS - Country Kitchen
to 3202 N Vine 913/625-3624
12:30 p.m.

Coffee/Iced Tea

CONTACT: Kevin Padden
913/625-3624

12:30 p.m. BUFFET LUNCH - Sandwiches & chips
to
1:15 p.m.

1:30 p.m. Lv. Hays for Manhattan - Stauffer Flying
Service - 913/625-6618

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****PLEASE NOTE YOU WILL BE FLYING ON A
DIFFERENT CESSNA CHANCELLOR 414 CHARTER**

AIRCRAFT: Cessna 414 Chancellor
TAIL NO.: 78YA
SEATS: 5
PILOT: Mitchell Mosiman
CO-PILOT: Dennis Richmeier
FLIGHT TIME: 45 mins.

MANIFEST: Senator Dole
Mike Glassner
Sheila Burke (?)

2:15 p.m.

Ar. Manhattan
Capitol Air Service: 913/539-7623

MET BY: Ellihue Brunson
Secretary's Representative
Department of Labor
816/426-6371

DRIVE TIME: 15 mins.

2:30 p.m.
to
3:30 p.m.

SPEAK - MANHATTAN - Dedication of the Flint
Hills Job Corps Center

PROGRAM

Presentation of Colors - 1st Infantry Color
Guard

Pledge of Allegiance

Welcome - Dr. Levera Leonard, V.P., Home-
Builders Institute, Washington, D.C.

Welcome from the cities:
Mayor Rich Seidler - Manhattan
Mayor Robert Ritter - Junction City

Introduction of Honored Guests:
(will have names)

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KEYNOTE ADDRESS: Senator Dole

Unveiling of Dedication Plaque (SENATOR)

4:15 p.m. Lv. Manhattan for Washington

AIRCRAFT: Coastal Saberliner 40

TAIL NO.: N956CC

SEATS:

PILOT: Gary Burger

CO-PILOT: Tony Serano

FLIGHT TIME: 2 hrs. 25 mins.

MANIFEST: Senator Dole
Sheila Burke

MEAL SERVICE: Sandwiches, Fruit Tray
and Apple Juice

7:40 p.m. Ar. Washington

MET BY: Wilbert

**ELIZABETH DOLE SCHEDULE
MAY 22 - 25**

FRIDAY, MAY 22, 1992

5:15 pm DEPART Washington/National for Charlotte, NC

6:28 pm ARRIVE Charlotte, NC

OR

3:45 pm DEPART Washington/National for Charlotte

4:58 pm ARRIVE Charlotte

RON----John Hanford's Home

704/372-5246

SATURDAY, MAY 23, 1992

Charlotte, NC

SUNDAY, MAY 24, 1992

5:45 pm DEPART Charlotte, NC for Washington/National

6:53 pm ARRIVE Washington/National

OR

MONDAY, MAY 25, 1992

5:45 pm DEPART Charlotte for Washington/National

6:53 pm ARRIVE Washington/National

CALL



JW MARRIOTT HOTEL
ON PENNSYLVANIA AVENUE

COL. JOHN HOYNE
543 S. SANTA FE
SALINA, KS 67401

913/827-8623 — N.A. 5/22

For reservations at any
Marriott Hotel or Resort:
call 800-228-9290

— friend of Don Dieckhoff, Salina
Automobile Dealers

— in office for meeting on
Tuesday, May 19, 1992

NORMAN & LAURIE HICKERT 913/483-6396
RUSSELL

MARCH							APRIL							JUNE							JULY						
SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT
1	2	3	4	5	6	7	5	6	7	8	9	10	11	7	8	9	10	11	12	13	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18	14	15	16	17	18	19	20	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25	21	22	23	24	25	26	27	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	24	25	28	29	30					26	27	28	29	30	31	
29	30	31																									

MAY 1992						
sun	mon	tues	wed	thurs	fri	sat
					9:10 - Alexandrin Radisson 1 SPEAK - Am Speech- Language Hearing Assoc.	2
3	4	5	6	7	8	9
	2:45 Capital Holiday club - SPEAK - Am. Farm Bureau Federation 4:30 Statuary Hall - unveiling of Rep Michel's portrait	12:00 50-4081 - SPEAK Rep Ireland's Cong class- room 4:00 Wash Court - SPEAK Wine Institute 7:00 SR-325 Ladies of the Senate dinner	9:00-9:30 50-650 SPEAK - FL Council of 100's 1992 Spring general membership mtg. 8:45am 5-207 - BRIEF REMARKS - Cancer Legis Briefings	8:30 fundraising brkt fl Dennis Shea	to California	in California pm return to DC
10	11	12	13	14	15	16
MOTHER'S DAY	1:50 Union Station - Greet Advertising Council dnc. 6:00 Capital City Marriott Remarks - KS Chamber of Commerce 8:00 Kennedy Ctr. Receive Award	8:30 Convention Ctr - SPEAK Am Urological Assoc. 9:30 SH-402 SPEAK 4:00 Public Policy Seminar	8:30 Capitol Hill Club - SPEAK - Am Furniture Manuf. Assoc. 1:00 SR-325 SPEAK - Am. Jewish Committee	8:30 1001 PA Ave - brkt w/ life insurance group 12:00 Statuary Hall ??? address by Pres. Gorbachev	1:00 pm lv DC 2:40 pm ar Hutchinson to Kansas →	in KANSAS →
17	18	19	20	21	22	23
in KANSAS 4:15 pm lv Philip Billard 7:40 pm ar Wash Nat'l	VICTORIA DAY (CANADA) 12:40 La Colline SPEAK Am Supply Assoc. 2:00 Cannon Caucus Rm SPEAK - 2nd Annual Wash. Ldrshp Conf.	12:00 Capitol Hill Club - SPEAK - LMO Federation of Republican Women 2:30 SH-216 NC Triad Chamber of Commerce	9:00 Four Seasons SPEAK - Nat'l Retail Federation 8:30 Four Seasons - SPEAK Computer & Communications Industry Assoc. ? 5-207 ? SPEAK - Mass. Treasurer Joe Malone & supporters	8:30 5-230 brkt w/ Republican Class '92 12:30 Wash. Court Hotel - SPEAK - Commodity Club	to KANSAS	in KANSAS
24	25	26	27	28	29	30
in KANSAS	MEMORIAL DAY Recess (25-29) in KANSAS	in KANSAS	in KANSAS pm lv KCI pm ar Wash Nat'l			
31						

<div>APRIL</div> <div><div>SUN</div><div>MON</div><div>TUES</div><div>WED</div><div>THUR</div><div>FRI</div><div>SAT</div></div> <div><div>5</div><div>6</div><div>7</div><div>8</div><div>9</div><div>10</div><div>11</div></div> <div><div>12</div><div>13</div><div>14</div><div>15</div><div>16</div><div>17</div><div>18</div></div> <div><div>19</div><div>20</div><div>21</div><div>22</div><div>23</div><div>24</div><div>25</div></div> <div><div>26</div><div>27</div><div>28</div><div>29</div><div>30</div><div></div><div></div></div>							<div>MAY</div> <div><div>SUN</div><div>MON</div><div>TUES</div><div>WED</div><div>THUR</div><div>FRI</div><div>SAT</div></div> <div><div>3</div><div>4</div><div>5</div><div>6</div><div>7</div><div>8</div><div>9</div></div> <div><div>10</div><div>11</div><div>12</div><div>13</div><div>14</div><div>15</div><div>16</div></div> <div><div>17</div><div>18</div><div>19</div><div>20</div><div>21</div><div>22</div><div>23</div></div> <div><div>24th</div><div>25</div><div>26</div><div>27</div><div>28</div><div>29</div><div>30</div></div>							<div>JULY</div> <div><div>SUN</div><div>MON</div><div>TUES</div><div>WED</div><div>THUR</div><div>FRI</div><div>SAT</div></div> <div><div>5</div><div>6</div><div>7</div><div>8</div><div>9</div><div>10</div><div>11</div></div> <div><div>12</div><div>13</div><div>14</div><div>15</div><div>16</div><div>17</div><div>18</div></div> <div><div>19</div><div>20</div><div>21</div><div>22</div><div>23</div><div>24</div><div>25</div></div> <div><div>26</div><div>27</div><div>28</div><div>29</div><div>30</div><div>31</div><div></div></div>							<div>AUGUST</div> <div><div>SUN</div><div>MON</div><div>TUES</div><div>WED</div><div>THUR</div><div>FRI</div><div>SAT</div></div> <div><div>2</div><div>3</div><div>4</div><div>5</div><div>6</div><div>7</div><div>8</div></div> <div><div>9</div><div>10</div><div>11</div><div>12</div><div>13</div><div>14</div><div>15</div></div> <div><div>16</div><div>17</div><div>18</div><div>19</div><div>20</div><div>21</div><div>22</div></div> <div><div>23rd</div><div>24th</div><div>25</div><div>26</div><div>27</div><div>28</div><div>29</div></div>						
<div>JUNE 1992</div>																											
sun				mon				tues				wed				thurs				fri				sat			
				1Senate Reconvenes				2				38:45 Four Seasons- SPEAK - Distilled Spirits Council				49:00 SPEAK Des Moines Area Chamber of Commerce				5				6			
								4:00-5:30 5-2077 reception Director Deputy Director Office of Fair Employment								12:15 Willard- SPEAK Forum 101 1:00 5-230 luncheon G/LA Police Designate Williams											
								6:00 White House ??? Summer Picnic								3:00 (TEXT) to KANSAS											
7				8				9				10				11				12				13			
				12:00 Hyatt- SPEAK- group of Iowa leaders																				Warner-Nickles Golf + Tennis Classic Williamsburg, VA per Jo Anne			
14				15				16				17				18				19				20			
FLAG DAY Warner-Nickles Golf + Tennis Classic Williamsburg, VA per Jo Anne				9:30 Sheraton-Wash SPEAK - Am Public Power Assoc, 'o 92 Conf.								(dinner) 7:30 Hyatt SPEAK- FRAC Dinner + Present Award to Sen Lugar				8:30 5-230 brkt w/ Republican Class of '92 KS YELTSIN 2:00-3:00 5-230 plnt'l also Cream Assoc Recp.											
21				22				23				24				25				26				27			
																				11 or 12 Wichita w/ Richard Nixon							
28				29				30																			

Page 21 of 67

MAY							JUNE							AUGUST							SEPTEMBER						
SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT	SUN	MON	TUES	WED	THUR	FRI	SAT
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17	18	19	20	21	22	23	21	22	23	24	25	26	27	16	17	18	19	20	21	22	20	21	22	23	24	25	26
24 th	25	26	27	28	29	30	28	29	30					23 rd	24 th	25	26	27	28	29	27	28	29	30			

JULY 1992						
sun	mon	tues	wed	thurs	fri	sat
			1 CANADA DAY (CANADA)	2	3	4 INDEPENDENCE DAY
5	6 Recess (6-17)	7	8	9	10	11
12	13	14	15 HEALTH KS?	16 FAIR CRIME	17 SUMMIT	18
19	20 Senate Reconvenes	21	22	23 2:30-5:23a brkfst w/ Republican Class '92	24	25
26	27	28	29 Mrs. Dole's B'day	30	31	

Joe Swalwell
President
Learning Disabilities Association of America
5146 Library Rd.
Pittsburgh, PA

(412) 341-1515

May 26, 1992

For Immediate Release:

Senator Bob Dole will receive the annual **LDA Statesmanship Award today at the Ramada Downtown, 420 E. 6th St.** The award will be presented by Joe Swalwell, National LDA President, **at 4 p.m. in the Atrium.**

This award is given in recognition of outstanding leadership in the federal government to persons who have made outstanding contributions to the legislative advancement of learning disabilities.

Senator Dole has been a champion of the interests of individuals with disabilities for many, many years. He has been a leader in the Senate and an advocate to the Bush administration for the enactment of the Americans with Disabilities Act, the compromise on the civil rights bill, and on amendments to the Higher Education Act on behalf of individuals with disabilities. In his private life too, Senator Dole has been a leader on disability issues. He and his wife Elizabeth have established the private, non-profit Dole Foundation which directs its grant funding exclusively to disability issues.

National LDA is a non-profit organization primarily of parents of persons with learning disabilities, individuals with learning disabilities, interested professionals, and concerned citizens. ACLD, Inc. was founded in 1964, and has grown to include local units in a nation-wide network of state units.

This year, with our annual LDA Statesmanship Award, we are recognizing the achievements of the Minority Leader of the United States Senate, Robert Dole of Kansas.

Senator Dole has been a champion of the interests of individuals with disabilities for many, many years. Senator Dole's commitment to and understanding of the needs of individuals with disabilities is enhanced by the fact that he himself has a disability -- having suffered severe and disabling wounds in World War II.

In the past year alone, Senator Dole has been a leader in the Senate and an advocate to the Bush administration for the enactment of the Americans with Disabilities Act, the compromise on the civil rights bill, and on amendments to the Higher Education Act on behalf of individuals with disabilities.

With the departure of Lowell Weicker from the Senate and the death of Congressman Silvio Conte, Senator Dole's role as a leader among Congressional Republicans regarding disability issues has become even more essential.

In his private life too, Senator Dole has been a leader on disability issues. He and his wife Elizabeth have established the private, non-profit Dole Foundation which directs its grant funding exclusively to disability issues.

For his leadership in the Senate and for his personal commitment to individuals with disabilities, we are pleased to make the 1992 Statesmanship Award to Senator Robert Dole.

AL SIMPSON
WYOMING

Whip Notice

United States Senate

OFFICE OF
THE ASSISTANT REPUBLICAN LEADER
WASHINGTON, DC 20510-7022

May 29, 1992

Dear Colleague:

The Senate schedule for the week of June 1 is as follows:

Monday, June 1, 1992:

The Senate will convene at 2 p.m. in pro forma session.

Tuesday, June 2, 1992:

The Senate will convene at 9:30. There will be a period for morning business until 10:00. At 10:00, the Senate will proceed to the consideration of S. 474, the Professional and Amateur Sports Protection Act pursuant to a UC agreement reached on May 20, 1992 (see page S 7018 of the May 20 Record). As usual, the Senate will stand in recess from 12:30 until 2:15 for party policy lunches. Any votes ordered in relation to S. 474 will be stacked to occur beginning at 2:15. Immediately following final disposition of S. 474, the Senate will proceed to the consideration of S. 1504, the Corporation for Public Broadcasting authorization bill. On May 21, a UC agreement was reached relative to amendments which are in order to S. 1504, time limitations on those amendments, and time limitations on the bill, including the committee substitute (see page S 7164 of the May 21 Record).

Balance of the Week:

The schedule for the balance of the week is uncertain at this time. The Majority Leader's previously announced "wish list" for June includes: S. 5, the Family and Medical Leave Act conference report (when and if available); S. 243, the Older Americans Act conference report; S. 1942, the Regulatory Review "Sunshine" Act; a GSE reform bill; the RTC reauthorization conference report (when and if available); Balanced Budget Amendment; Soviet Aid Package; S. 391, the Lead Exposure Reduction Act; an unemployment benefits extension; and possibly, crime legislation. There will be no roll call votes on June 1, June 5, or June 8. Please call 4-2708, if you have questions.



Al Simpson
Assistant Republican Leader

Many Washburn Students Consider Prospects of War

BY ANNA MARY MURPHY
Of The Daily Capital Staff

The shadow of war fell across the campus Tuesday as Washburn University students began enrolling for the fall term.

Tho the Air Force ROTC officers were receiving a lot of queries, there was no rush to enter this scholastic branch of the armed services. The total is expected to rise Wednesday, however, when freshmen enroll.

In contrast to the beginning of World War II, college men seem to have more serious intentions toward their studies. A survey revealed the general feeling of upper classmen is, "Can't see any reason to let schoolwork slide. Some of us will get thru even if total war comes."

Agree on Korea

The men who will do most of the fighting if "the show gets big," also agree the United States did the right thing by fighting in Korea.

Charles McAtee of Mahaska, a junior in law, is a member of the Marine Reserves. He expects to be called any time. In his opinion, "the U. S. did the right thing in Korea but did the wrong thing earlier in China."

McAtee does not think we should have sent men to help the Chinese Nationalists, but he thinks the spread of Communism could have been prevented by adequate material aid to Chiang Kai-shek.

"I realize there was a lot of corruption in Chinese government and Chiang was a first-class dictator," he said. "However, I believe we would have been in a position to have done a little dictating to Chiang."

Favors Statesmanship

McAtee is convinced, altho several of his fellow students were not so optimistic, that proper statesmanship could yet prevent a world-wide conflict.

He was one of the few embryo

lawyers who favored pushing the Korean Reds back to the 38th parallel. "We would win a political battle by stopping there," McAtee contended.

Gerald Michaud, 521 Van Buren, replied, "I would hate to spend my life to decide a political issue unless it would prevent further aggression." Michaud is married, has one child, and is not a veteran. Shocked by Events

Both Sam Crow, 4001 Windsor Court, and Robert Dole of Russell, and war veterans in the law school, said they were astonished at the U. S. unpreparedness.

Dole, who received a disability discharge after serving with the infantry in Italy, is a candidate for state representative.

"It looks like we have lost a lot of lives needlessly," he said. "It seems to me it would have been better to have pulled out and gone back when we were prepared."

Not one of the lawyers favored use of the atomic bomb because of reprisals in kind by Russia. Opposite View

Bill Pringle of Elmdale, a junior in economics and pre-law, held the opposite view.

"I do not believe in sacrificing manpower when we have the atomic bomb. If the Orientals are influenced only by power, I can not think of a better way to show them a little," stated Pringle, a veteran of the war in Italy and a Washburn ROTC cadet.

Lloyd Mairs, a sophomore from Kansas City, feels he is pretty lucky to be returning to school.

"My brother who is married, has two children, and is a Marine veteran, will leave this week for California and Korea," he said.

"I intend to keep on with school as long as possible. When the time comes, I will enlist in the Air Force so I will come back whole or not at all."

Our Art Needlework



Alice Brooks

Mighty smart accessories to your new fall outfits! Bare and bag, both easy to crochet in back-and-forth slipper stitch.

Crochet these of soft velvety chenille for new top fashion! Pattern 7411; directions hat, bag.

Price 20 cents. Mail your order to: Daily Capital Needlework Service, Topeka, Kan. Mail order, only.

from Chas. McAtee
5/26
Topeka DFS/AR

The Topeka Daily Capital, Wednesday, September 13, 1950 9

Four Men Face Robbery Charges in Wichita

WICHITA. —(AP)— Four men, charged with armed robbery, waived preliminary hearings in city court Tuesday.

Paired were Harry Connor Jr., and Robert Hostetter, Dodge City, arrested there late last month and charged with a Wichita holdup. Officers said they have admitted armed robberies also in Newton, and Joplin, Mo.

Also paired were James Hodges and Tony Yessin, Mitchhikers charged with kidnaping Clarence Edwards, Independence, Kan., motorist September 6, and robbing him of \$200 and his car. Unable to post \$5,000 bonds each, they were returned to jail to await trial.

Do Women Really Change During "Change of Life"

Unfortunately, most women do! They suffer from weakness, chilly spells, headaches... become nervous, irritable and depressed.

But today thousands of over-nervous, overwrought women are getting blessed relief from these common menopausal symptoms by taking Dr. Pierce's Favorite Prescription.

Developed by a prominent doctor, this remarkable medicine acts 3 ways: First, taken regularly, it helps to calm your nerves and relax the tension that keeps you so high-strung. Second, because Dr. Pierce's Favorite Prescription is a uterine sedative, it has a soothing effect on that important organ. Third, it acts as a tonic, thus helping to build up your resistance.

Try Dr. Pierce's Favorite Prescription. It may be just what you need! Tablets \$04. \$1.95. Liquid \$1.00. \$1.50. At druggists.

The men of Seoul, Korea's capital, wear mixed garb, part Western and part Oriental. In contrast, women hold to styles unchanged for centuries.

MONEY CANNOT BUY
AN ASPIRIN THAT'S

Surer
DEMAND

St. Joseph
ASPIRIN

WORLD'S LARGEST SELLER AT 10c

See them NOW at
Crane & Co., Inc.

Greatest
back-to-school
pen values!

4 new Parkers
at all prices!

new Parker "51"

A long-term investment in writing pleasure. Superb New "51" is the only pen with remarkable Aero-metric Ink System, 8 colors.

\$13.50*

new "51" Special

A special pen value - has typical "51" precision features including new scientific ink-flow control.

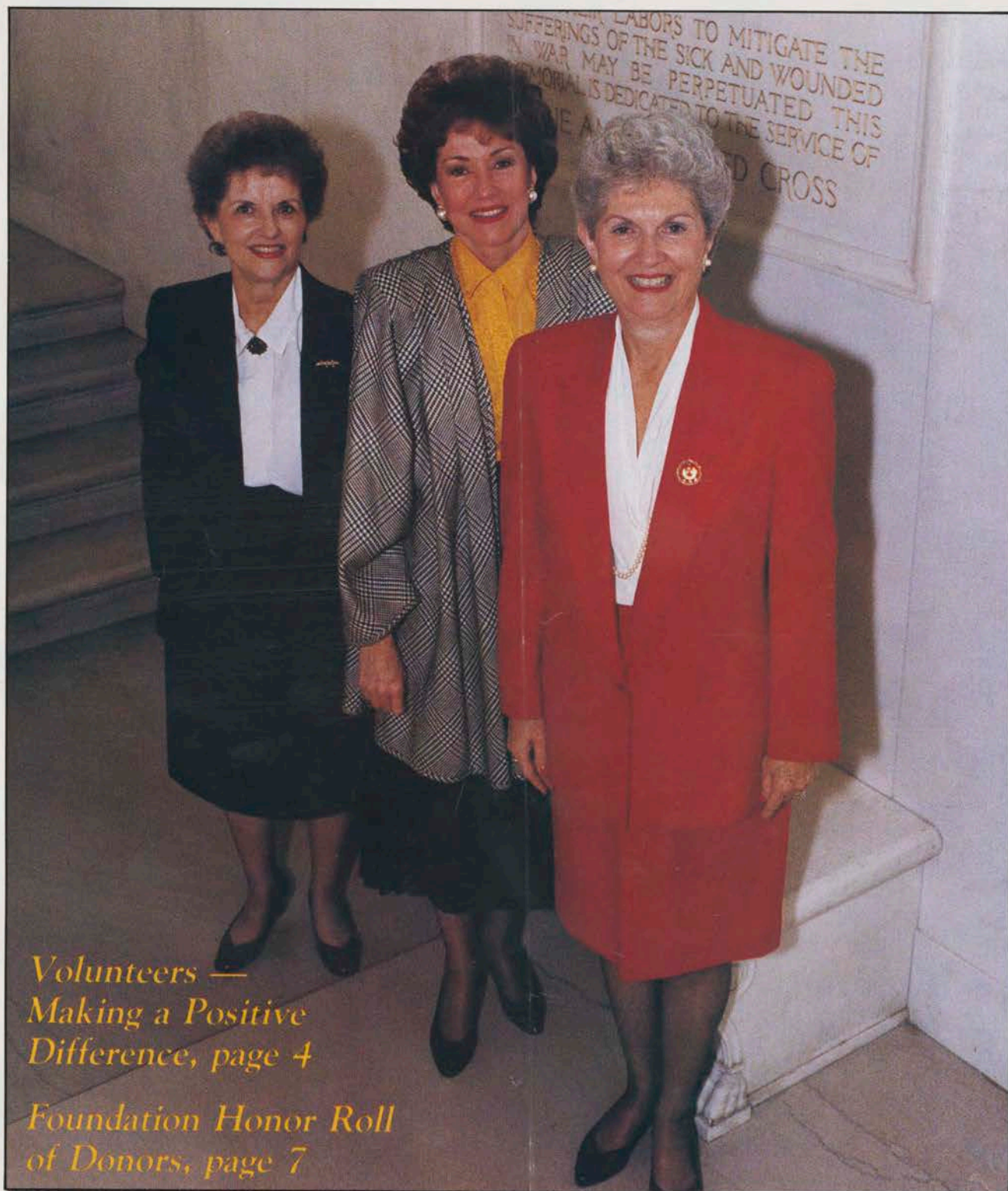
\$10.00*

new Parker "21"

Spring
1992

THE Trident

OF DELTA DELTA DELTA



*Volunteers —
Making a Positive
Difference, page 4*

*Foundation Honor Roll
of Donors, page 7*

DEBUNKING MYTHS ABOUT THE BUSH/REAGAN YEARS

MYTH #1. THE DECADE OF THE 1980s DIDN'T LEAVE US ANY BETTER OFF. NOT TRUE.

o No matter how many times they say it, it just won't wash. History shows the longest peacetime expansion on record, producing 19 million new jobs.

o This number of new jobs was nearly more than all the jobs in Germany.

o The 1980s started under a cloud of 18% inflation and 21% interest rates, a hangover from the dismal economic performance of the Carter years.

o But then by the end of 1982, the longest-peacetime expansion on record began rolling. Real GDP has risen 30% since then and interest and inflation rates have been cut by more than half.

o For people this meant:

- real per-capita income and the proportion of the population with jobs at new highs by the end of the decade,
- median family income up 11.4% to \$35,353,
- real per capita income up an even stronger 15.7%,
- the unemployment rate reached a 16-year low of 5.3% from a high of 10.1%,
- the misery index – the sum of inflation and unemployment – down to 10.1 today from 18.0 in 1981, and
- the poverty rate down to 13.5% from 15.2%.

MYTH #2. THE RICH GOT RICHER AT THE EXPENSE OF THE POOR. NOT TRUE.

o During the Reagan/Bush years, incomes increased for each and every income level.

o The real family income of the lowest one-fifth of the income distribution rose 7.6% between 1982 – when the Reagan programs took affect – and the end of the decade.

o The incomes of middle class families rose 9.3%.

o Yes, the top one-fifth did get richer during the expansion, but so did all other income levels.

o Nearly 20% of those in each fifth of the lowest three-fifths of the income distribution move up to the next highest fifth the following year.

o Between 1982 and 1989, the middle class declined because more of them moved above the \$50,000 threshold and into the high-income groups – they weren't moving down.

o Mobility is an American strength not a weakness.

MYTH #3. THE 1980s WAS A DECADE OF ABANDONMENT. NOT TRUE.

o The basic social safety net programs weren't weakened.

o Federal spending for "safety net" programs doubled. Federal spending went from \$80 billion in 1980 to over \$153 billion today.

o The economic growth and prosperity of the 1980s allowed state and local revenues to increase from \$390 billion in 1980 to \$800 billion in 1990 – a more than 100% increase.

o This allowed state and local expenditures to increase over 100% in the 1980s. The number of state and local employees grew 14.7% while the population grew only 9%.

o The safety net remains intact. Tax payments averaged \$14,500 for the top two-fifths of the income distribution in 1990. At the same time, the bottom one-fifth received an average of \$8,800 in transfers and the next one-fifth received \$4,000.

Prepared by: Senate Budget Committee, Minority Staff
202-224-0566

May 22, 1992

TO: SENATOR DOLE
FROM: DAVE SPEARS
SUBJECT: KANSAS TRIP SCHEDULE

SATURDAY, MAY 23

3:45 P.M. LV. WASHINGTON NATIONAL
TWA FLIGHT 181 CONNECTING WITH
TWA FLIGHT 147
(TRAVELING WITH FAMILY)

8:10 P.M. ARRIVE WICHITA AND TRAVEL TO HUTCHINSON
RON - MURNIS WYLAND (IN-LAWS) RESIDENCE
316-663-1367

SUNDAY, MAY 24 - MONDAY, MAY 25

WILL SPEND TIME BETWEEN HUTCHINSON AND OSBORNE WITH FAMILY

TUESDAY, MAY 26

8:00 A.M.-9:30 A.M. ENROUTE TO SALINA

9:30 A.M.-11:00 A.M. MEET WITH SCS OFFICIALS - SALINA
JIM HABIGER, STATE CONSERVATIONIST
913-823-4567

11:00 A.M. - 1:30 P.M. ENROUTE TO WEBSTER RESERVOIR

1:30 P.M. - 2:30 P.M. TOUR RESERVOIR AND IRRIGATION CANALS

2:30 P.M. - 3:15 P.M. ENROUTE TO KIRWIN RESERVOIR

3:15 P.M. - 4:45 P.M. TOUR KIRWIN RESERVOIR AND REFUGEE
MEET WITH TOM BAUR (HAYDEN'S CHIEF OF STAFF)

RON - PARENT'S HOME - DUANE SPEARS 913-346-5578
OFFICE 913-346-5568

WEDNESDAY, MAY 27

9:00 A.M.-11:00 A.M. ENROUTE TO P-BURG

11:30 A.M.- 1:00 P.M. LUNCH MEETING WITH TOM BAUR, STAFF OF
SEN. KASSEBAUM AND REP. ROBERTS AND
CY MOYER

1:00 P.M.- 3:00 P.M. MEETING RE: KIRWIN AND WEBSTER RESERVOIR
LOCAL COMMUNITY OFFICIALS
BOTH IRRIGATION DISTRICTS
BUREAU OF RECLAMATION OFFICIALS
U.S. FISH AND WILDLIFE OFFICIALS
KANSAS WILDLIFE AND PARKS
STATE WATER OFFICE
CONGRESSIONAL STAFF

CONTACT : CY MOYER OR BETH SELLERS
913-543-6511

3:00 P.M.- 4:00 P.M. MEETING RE: NORTON RESERVOIR
ALMENA IRRIGATION DISTRICT
BUREAU OF RECLAMATION OFFICIALS
CONGRESSIONAL STAFF

4:00 P.M.- 5:00 P.M. FOLLOW-UP MEETING

5:00 P.M.- 6:00 P.M. ENROUTE TO OSBORNE

RON PARENT'S HOME - DUANE SPEARS 913-346-5578
OFFICE 913-346-5568

THURSDAY, MAY 28

8:30 A.M.- 10:30 A.M. ENROUTE TO CONCORDIA

10:30 A.M.- 12:30 P.M. MEETING RE: HARLAN COUNTY RESERVOIR
BOSTWICK IRRIGATION DISTRICT BOARDS
DOLE AND ROBERTS STAFF

12:30 P.M. - 2:00 P.M. ENROUTE TO SALINA

2:00 P.M. - 3:30 P.M. MEETING AND DISCUSSION WITH KLA BOARD
COMMITTEE AND STAFF

3:30 P.M. - 5:00 P.M. MEETINGS AND DISCUSSION WITH SALINA BOARD
OF TRADE OFFICIALS

5:00 P.M. - 6:30 P.M. ENROUTE TO HUTCHINSON

RON - MURNIS WYLAND (IN-LAWS) RESIDENCE
316-663-1367

FRIDAY, MAY 29

9:00 A.M.- 10:00 A.M. ENROUTE TO WICHITA

10:00 A.M.- 1:00 P.M. MEETINGS WITH COBANK AND FARM CREDIT
BANKS OFFICIALS

1:00 P.M. - ??? WICHITA OFFICE

SATURDAY, MAY 30 - SUNDAY, MAY 31

SPEND WEEKEND WITH FAMILY AT IN-LAWS IN HUTCHINSON

MONDAY, JUNE 1

RETURN TO WASHINGTON D.C.

7:54 A.M. TWA FLIGHT 216 CONNECTING WITH
 TWA FLIGHT 410
 (TRAVELING WITH FAMILY)

1:36 P.M. ARRIVE WASHINGTON NATIONAL

Page 32 of 67



U.S. Small Business Administration
Office of Advocacy

1991 Small Business Profile

Kansas

R. Wendell Moore
R. Wendell Moore
Acting Chief Counsel for Advocacy
December 1991

Washington, D.C.
1991

May 22, 1992

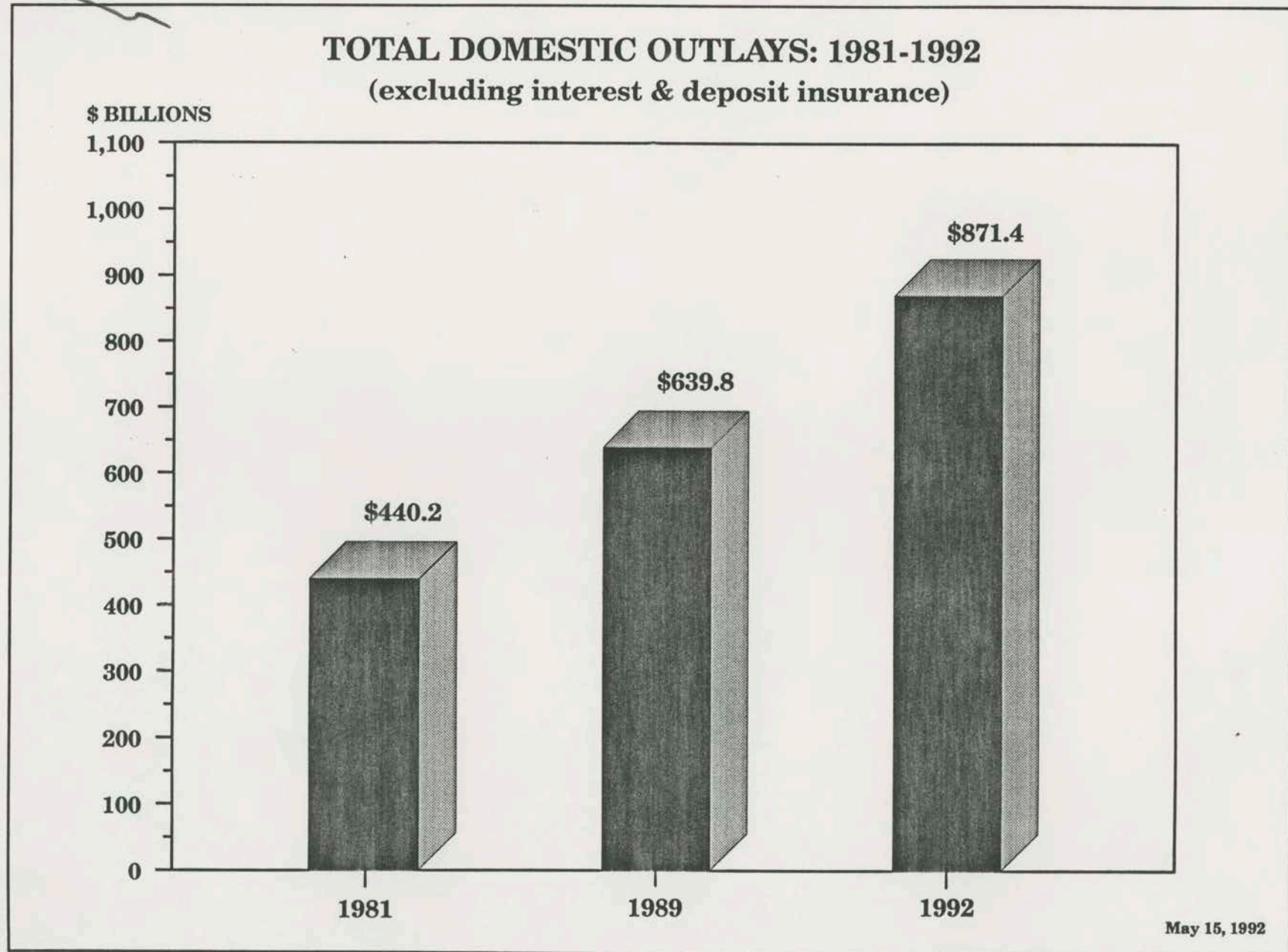
TO: SENATOR DOLE
FROM: DAVID WILSON D.W.
SUBJECT: INDIAN GAMBLING

Three events occurred this week which affect the progression of Indian gambling in Kansas.

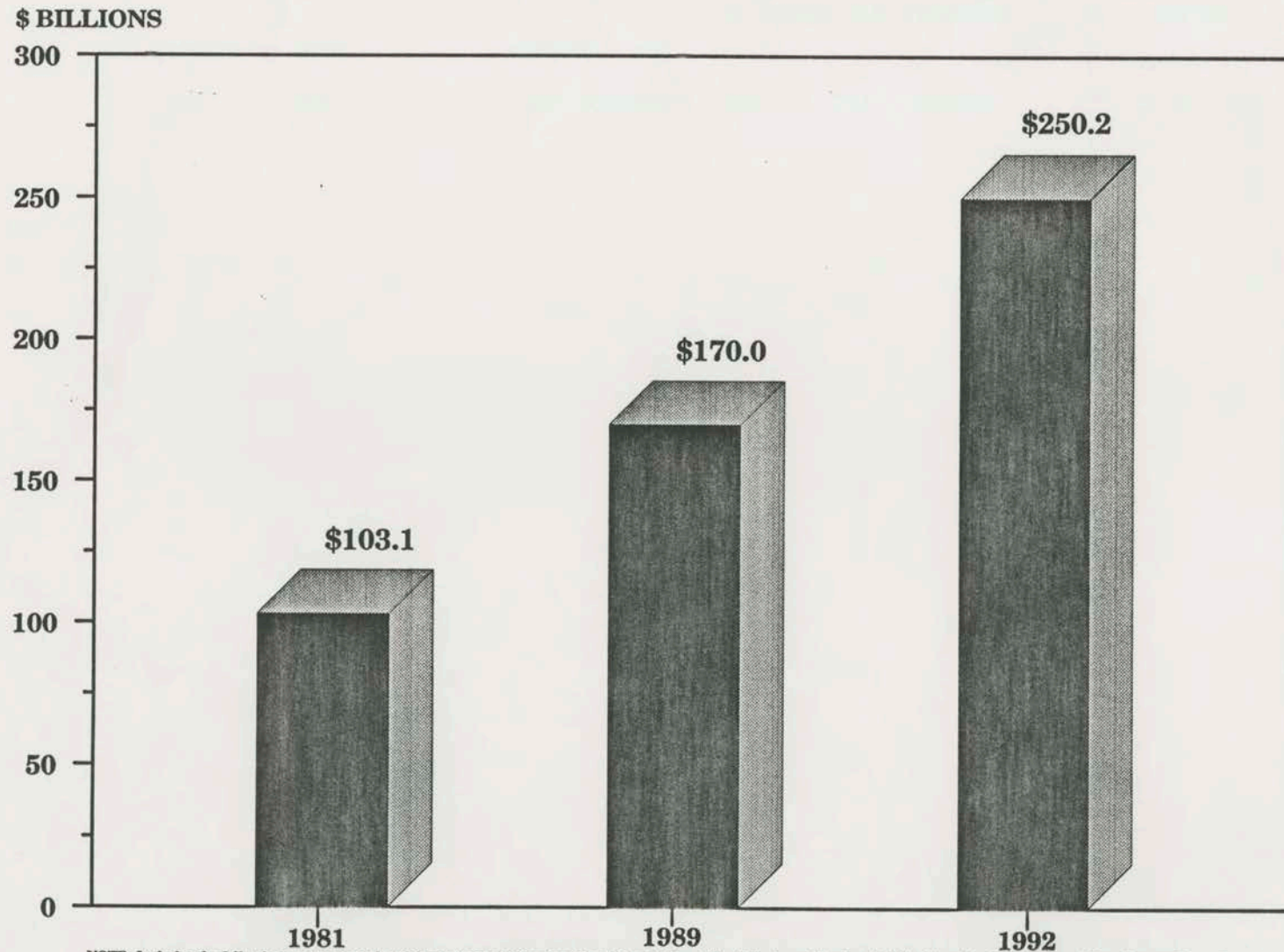
- o THE KANSAS STATE SUPREME COURT HEARD ORAL ARGUMENTS ON THE KICKAPOO COMPACT (Wednesday, May 20th). A decision is expected by July 10th. The court has been asked to determine if Governor Finney had the authority to unilaterally approve the compact. If she has the authority, Lujan is prepared to approve the Kickapoo compact.
- o THE KICKAPOO FILED SUIT IN FEDERAL COURT AGAINST LUJAN to force him to approve the compact. This took place here in D.C on Tuesday, May 19th. Amusingly enough, Gov. Finney joined the Kickapoos as a plaintiff. The tribe's interpretation of the Indian Gaming Act is that all compacts not acted upon within a 45-day period are automatically approved. However, Interior contends that the first compact was rejected, and that the clock has not started on the second because of the State Supreme Court case.
- o FINNEY VETOED MEASURE OUTLAWING TRIBAL CASINOS. It is unclear if an override motion would pass in the Kansas House. According to Senator Inouye, however, the entire exercise is futile. The Indian Gaming Act allows Indian casinos if the state does not specifically outlaw all forms of gambling. Of course, Hawaii is one of only two states that falls within this category.

note It is uncertain which court will rule first on this issue.

Also, it is my understanding that Finney is close to approving compacts with the Sac and Fox and the Potawatomi tribes.



FEDERAL SPENDING ON THE POOR: 1981-1992

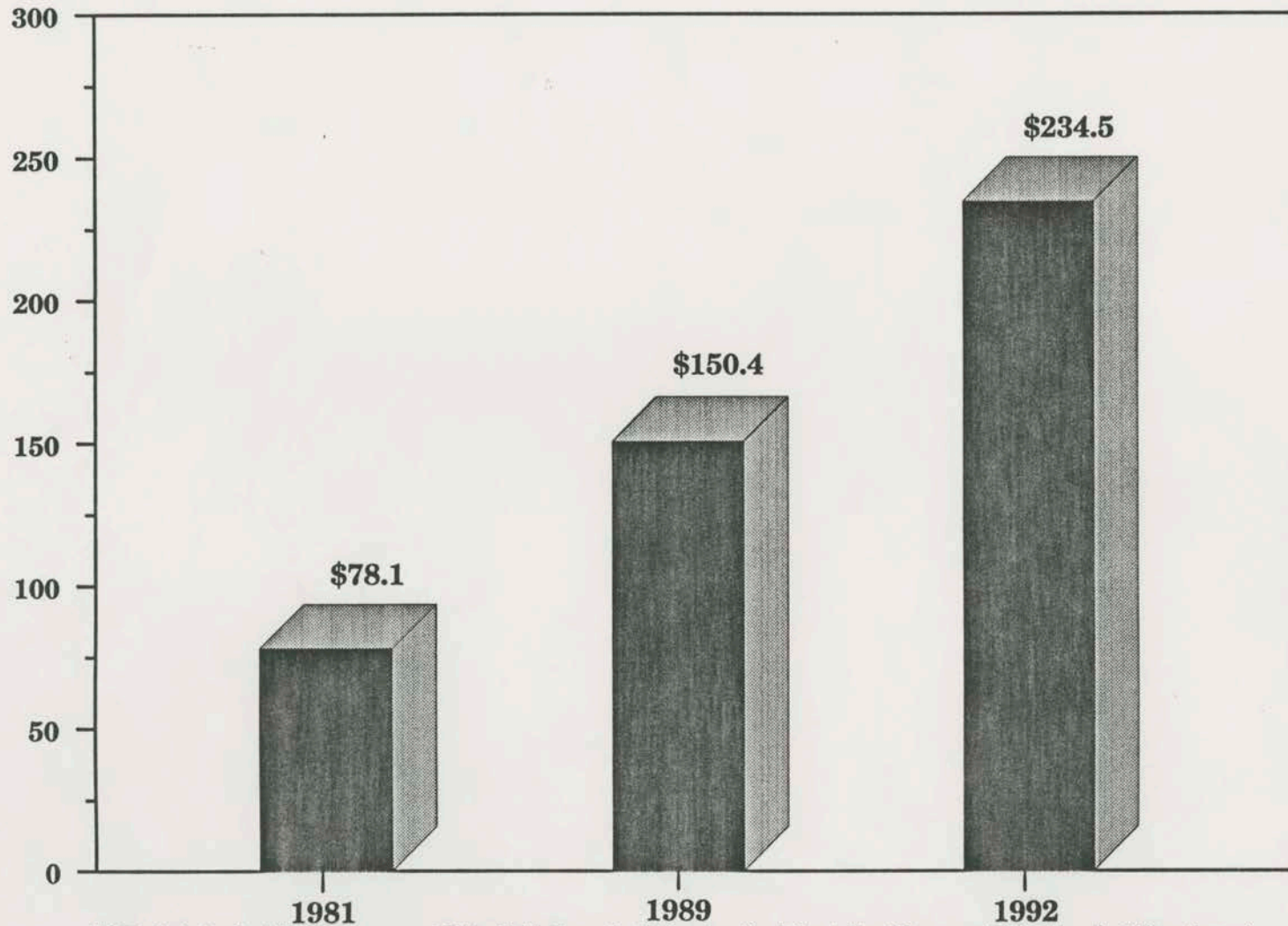


NOTE: Includes the following: means-tested entitlements; Social Services Block Grants; Head Start; Meals on Wheels; subsidized housing (discretionary); Low Income Home Energy Assistance Program; Foster Care and Adoption Assistance; Compensatory Education for the Disadvantaged; Student Financial Assistance; Indian Health and Other Health Services; Refugee and Entrant Assistance; Legal Services Assistance; that portion of Social Security payments paid to poor people, and other programs that primarily assist the poor.

May 15, 1992

GREAT SOCIETY OUTLAYS: 1981-1992

\$ BILLIONS

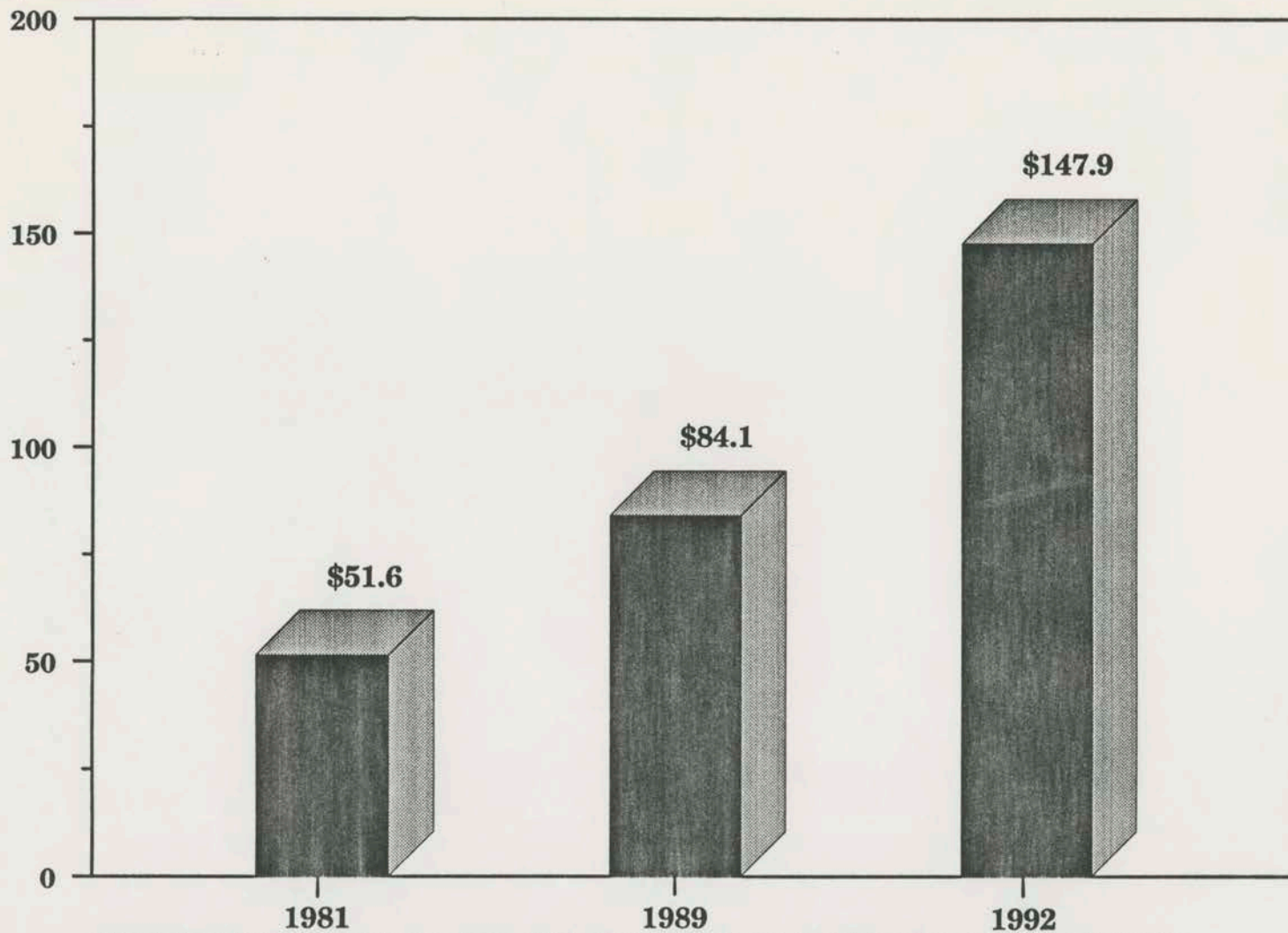


NOTE: Includes the following programs: Medicaid, Medicare, Social Services Block Grant, Food Stamps, subsidized housing (discretionary), Head Start, Meals on Wheels, and other social and community services programs.

May 15, 1992

MEANS-TESTED ENTITLEMENT OUTLAYS: 1981-1992

\$ BILLIONS



NOTE: Includes the following mandatory programs: Medicaid, nutrition assistance, Supplemental Security Income, Aid to Families with Dependent Children, veterans pensions, Earned Income Tax Credits (including health supplement).

May 15, 1992

See Jones

XO See Notes



KETCH

o

Americans with Disabilities Act

An Advertising Supplement to
the Wichita Business Journal

November 29, 1991

What is the ADA?

The Americans with Disabilities Act (ADA) is a national mandate to end discrimination against persons with disabilities in social and economic life. The scope and effect of this landmark legislation is broad, addressing a number of issues including: employment, access to public accommodations (products and services by private entities), transportation and telecommunications.

Approximately 43 million Americans are protected by the Act, of which 67% are unemployed. With a

Employers may not discriminate against a **qualified** individual with a disability in any aspect of employment. Employers must make **reasonable accommodation** if needed, unless to do so would impose **undue hardship**.

recognized drop in qualified labor, Americans with disabilities represent an untapped, but needed resource of qualified labor. Viewed in this light, the ADA is legislation of opportunity for persons with disabilities and the businesses that employ them.

The Employment Title forbids employers from

discriminating against a qualified individual with a disability in any aspect of employment. This includes job application procedures, hiring or discharge, compensation, job training, advancement, leaves of absence, and employer sponsored activities. It further requires employers to reasonably accommodate otherwise qualified individuals with disabilities if needed to enable them to perform essential job functions, unless to do so would impose undue hardship.

The law does not try to second guess the employer as to who is most qualified, but instead prevents employment decisions based on erroneous assumptions about what persons with disabilities can or cannot do. Employers must investigate and make employment decisions based on facts. This investigation requires employers to determine the essential functions of jobs, identify potential accommodations and ascertain what accommodations create hardships.

As the corresponding federal regulations explain, the "ADA seeks to ensure access to equal employment opportunity based on merit...The ADA does not relieve a disabled employee or applicant from the obligation to perform the essential functions of the

job."

The ADA becomes effective on July 26, 1992 for those businesses with 25 or more employees. Businesses with 15-24 employees must comply as of July 26, 1994. The ADA will be enforced by the Equal Employment Opportunity Commission (EEOC).

However, Kansas employers of four or more employees are essentially covered by the ADA now. Effective July 1, 1991, the Kansas legislature amended the Kansas Act Against Discrimination (KAAD) to provide protection similar to the ADA in the area of employment. The Kansas Human Rights Commission (KHRC) enforces the KAAD. Until

the KHRC finalizes its regulations, Kansas employers should comply with the EEOC regulations.

Questions & Answers

WHAT IS CONSIDERED A DISABILITY?

The ADA and KAAD use a three-prong definition of disability. A person is considered to have a disability if he has a **physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.**

A "physical or mental impairment" refers to any physiological disorder or condition, cosmetic disfigurement, anatomical loss, and any mental or psychological disorder. The following conditions represent a non-exclusive list of covered disabilities: orthopedic, visual, speech, and hearing impairments; cerebral palsy; epilepsy; muscular dystrophy; multiple sclerosis; AIDS; cancer; heart disease; diabetes; mental retardation; emotional illness; and specific learning disabilities.

Certain psychiatric disorders, sexual orientations, and current illegal drug use are specifically excluded from the definition of disability.

WHO IS PROTECTED?

An employer covered by the Disability Acts may not discriminate against a qualified individual with a disability. A person is qualified if she can perform, **with or without reasonable accommodation, the essential functions of the job.**

The employer must first determine if a disabled individual is otherwise qualified apart from the disability, e.g. the individual possesses the appropriate educational background, employment experience,

skills, licenses, etc. If qualified, the employer then determines if the individual can perform the essential functions of the job position, with or without reasonable accommodation.

For example, a paraplegic applicant for a certified public accountant position must first show that he or she is a licensed CPA. Once found to be "otherwise qualified," the employer must determine whether the applicant can presently perform the essential functions of the accountant position, with or without reasonable accommodation.

ARE JOB DESCRIPTIONS REQUIRED?

The Disability Acts do not require employers to have written job descriptions. However, well-drafted job descriptions that list actual job requirements can be of great value.

Employers must identify the essential functions of each job and communicate them to applicants or employees. The ability to perform the essential functions of a particular job determines whether a person with a disability is protected by the Disability Acts.

If prepared in advance of advertising or interviewing for a position, detailed job descriptions help the employer:

- Determine whether an applicant/employee is covered by the Disability Acts;
- Set the qualification standards, employment tests or other selection criteria for each job; and
- Comply with the Disability Acts during the pre-employment process and beyond.

AREN'T ALL DUTIES OF THE JOB "ESSENTIAL FUNCTIONS" OF THE JOB?

The Disability Acts distinguish "essential" functions, those that are fundamental, basic, necessary or vital to the job, from those that are marginal. To make the distinction between essential and marginal functions an employer must first determine whether its employees actually perform particular job functions.

If actually performed, a function is then analyzed to determine whether removing that function would fundamentally alter the job position. A job function may be essential if:

- The position exists solely to perform the function. For example, a person hired to proofread documents must have the ability to proofread, since the job only exists for that purpose.
- The number of other employees available to perform the job function or among whom the performance of the job function can be distributed is limited. Companies with a small number of employees, relative to the volume of work to be done, may require each employee to perform a multitude of functions.
- The job function is so highly specialized that an individual is hired for his or her special expertise or ability to perform that function. An orchestra conductor or airline pilot are examples.

November 29, 1991

An Advertising Supplement to the Wichita Business Journal

ADDITIONAL INDICATORS OF ESSENTIAL FUNCTIONS

- Employer's judgment;
- Job descriptions;
- Time spent performing the function;
- Consequences of not performing the function;
- Union contracts;
- Work experience of past incumbents; and
- Current work experience of employees in similar jobs.

MAY AN EMPLOYER CONDUCT MEDICAL EXAMINATIONS?

An employer cannot conduct medical examinations of applicants prior to a conditional offer of employment. Post-offer medical examinations are allowed if required of all employees in that job category, the results are kept in a confidential file separate from other personnel records, and the results are not used in an impermissible way.

IS DRUG TESTING ALLOWED UNDER THE DISABILITY ACTS?

Testing for the illegal use of drugs is permitted under the Disability Acts. Individuals currently engaging in the illegal use of drugs are not protected and such drug tests are not medical examinations regulated by the Disability Acts.

Drug tests must be administered with caution, because many legitimately prescribed drugs are identified in routine drug screens. This information may identify an individual with a disability and should not affect an employment decision. For example, many individuals with epilepsy are treated with phenobarbital, a drug which will show up on most drug tests.

If a consent form asks general medical questions or questions about the use of prescription or other legal drugs, the drug test should only be administered after a conditional offer of employment has been made. The Disability Acts do not state whether an employer may test applicants or employees for the use of alcohol.

Any information regarding an individual's medical condition or history obtained from a drug test is subject to strict recordkeeping and confidentiality requirements.

MUST AN EMPLOYER GIVE PREFERENCE TO PERSONS WITH DISABILITIES?

Affirmative action is not required. An employer is free to select the most qualified applicant available and to make decisions based on factors unrelated to a disability. The federal regulations state "...the ADA seeks to insure access to equal employment opportunities based on merit. It does not guarantee equal results, establish quotas, or require preferences."

HOW DO THE DISABILITY ACTS AFFECT COMPANY QUALIFICATION STANDARDS, EMPLOYMENT TESTS, AND OTHER SELECTION CRITERIA?

It is unlawful for an employer to use qualification standards, employment tests or other selection criteria that tend to exclude disabled individuals from jobs. All standards, tests or criteria should actually measure an applicant's or employee's ability to do a job. Even job criteria that unintentionally screen out disabled individuals may violate the law. The types of selection criteria covered by this provision include vision, hearing, walking and lifting requirements, as well as employment tests.

Another duty of employers is to make sure that their testing procedures do not discriminate against disabled individuals. Employment tests to be administered to applicants or employees with impaired sensory, manual or speaking skills must be administered in formats that do not require the use of the impaired skill. For example, it is unlawful to administer a written employment test to an individual who has told the employer, prior to the administration of the test, that she is disabled by dyslexia and unable to read. A reasonable accommodation to this applicant may be an alternative verbal test. For tests without alternative formats, the employer may be required, as a reasonable accommodation, to evaluate the skill to be tested in some other manner.

This duty does not apply to employment tests that require the use of sensory, manual, or speaking skills where the tests are intended to measure those skills. Thus, an employer may require an applicant with dyslexia to take a written test, if the ability to read is the skill the test is designed to measure. An employer could also require an applicant to complete a test within an established time frame, if speed was one of the skills for which the applicant was being tested.

DOES THE ADA CONSIDER SAFETY ISSUES?

An employer may take appropriate action to transfer, isolate, or deny employment to an individual whose condition poses a direct threat to the health or safety of the individual or others in the workplace if an accommodation to reduce the risk is not possible. An employer may not simply assume that a threat exists. The employer must prove, based on the most current medical evidence, that a genuine risk exists and that substantial harm could occur if the disabled individual was so employed.

MAY AN EMPLOYER ASK AN APPLICANT IF SHE HAS A DISABILITY?

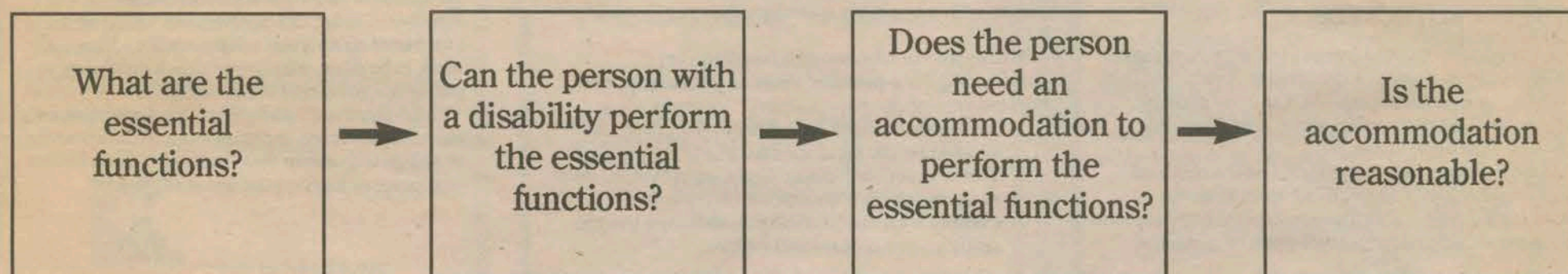
Employers may not ask job applicants if they have any disabilities or about the nature of a known disability during an interview or on a job application.

An employer may ask an applicant with a known disability that may interfere with job-related functions to describe or to demonstrate how she will be able to perform those functions, with or without reasonable accommodation. However, if the known disability will not interfere with job-related functions, such a description or demonstration must be required of all applicants.

Below are examples of illegal questions paired with some acceptable options:

- | | |
|------------|---|
| NO | Do you have a heart condition? |
| YES | Are you able to climb three flights of stairs? |
| NO | Do you have a visual impairment? |
| YES | Can you use a word processor? |
| NO | How often will you require leave for treatment of your disability? |
| YES | The attendance requirements for this position are _____. Will you be able to meet them? |

Application of the general rule



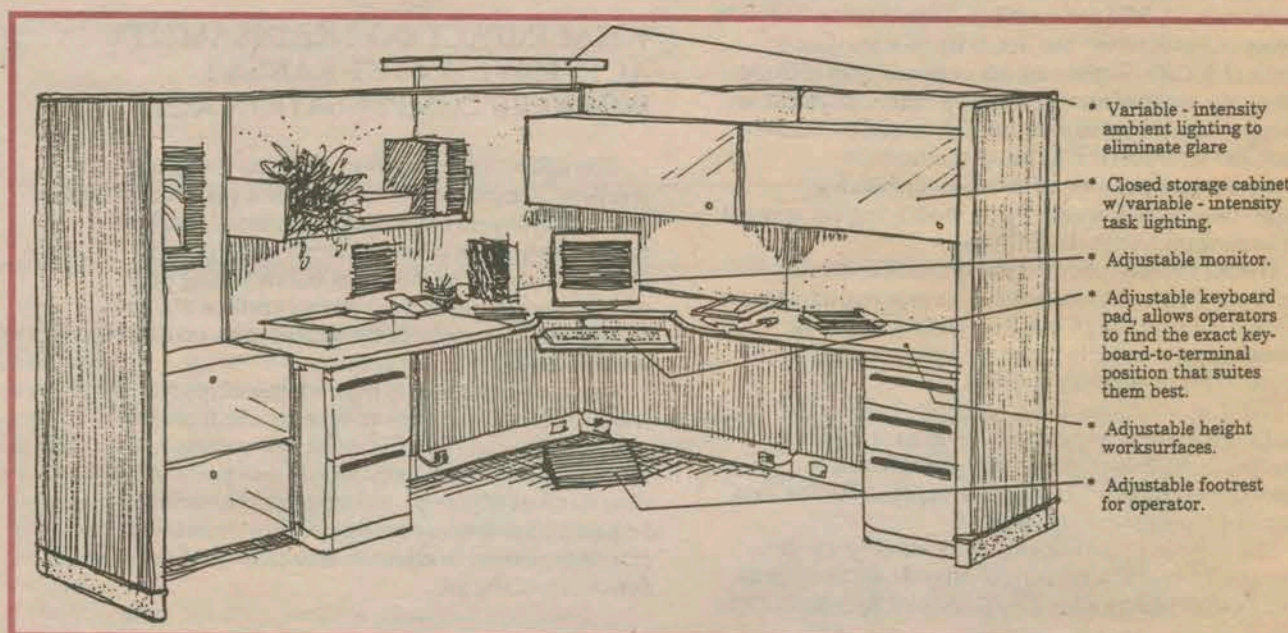
Reasonable Accommodation

Employers must make "reasonable accommodation" for an otherwise qualified worker with a disability, unless the employer can prove the accommodation would impose undue hardship. There are three types of accommodations: 1) those that ensure equal opportunity in the application process; 2) those needed to perform the essential functions of a job; and 3) those that assure equal benefits and privileges of employment as enjoyed by other employees.

The process of identifying whether, and to what extent, a reasonable accommodation is needed should include both the employer and the individual with a disability. The applicant/employee must first present the need for an accommodation. After the need is identified, the employee is often the best source of possible accommodations. Agencies such as KETCH, Cerebral Palsy Research (CPR), Kansas Vocational Rehabilitation Services and the Job Accommodation Network can also provide assistance.

The employer next reviews the possible accommodations and assesses the reasonableness of each with respect to its effectiveness in eliminating the limitation. The accommodation that is most appropriate for the employer and the employee is then implemented. Employers should keep records documenting accommodation requests, actions taken, and the justification for each action.

Accommodations are often simple adjustments or modifications that involve little or no cost. It is estimated that 50% of all accommodations cost \$50 or less.



and modifications of work stations so that individuals with disabilities can perform the essential functions. Lunch rooms, break areas, employee restrooms, and training rooms must also be accessible and usable. (Title III includes accessibility guidelines to be used for employers, as well as those entities that provide services and products. These guidelines are standards that eliminate physical barriers for persons with disabilities.)

b. Restructure a job by reassigning or exchanging non-essential tasks that the person with a disability cannot perform. Employers are not required to create new jobs to accommodate persons with disabilities or reassign essential job functions.

c. Allow part-time, modified and/or flexible work schedules. These accommodations can help persons who depend on a public transportation timetable or those who require regularly scheduled medical treatment.

d. Reassign an otherwise qualified individual to a vacant position. An employer is not required to bump another employee nor accommodate applicants in this manner.

e. Acquire or modify equipment, which might include: electronic visual aids, braille materials, talking calculators, magnifiers, raised or lowered furniture. Employers are not obligated to provide items that have a personal use and are not job-related.

f. Adjust or modify examinations, training materials or policies. Areas to consider for modification are test formats, time limits, general directions, supervision, and assistance.

g. Provide qualified readers or interpreters. The law prohibits an employer from denying an otherwise qualified applicant a job because of the need for a reasonable accommodation.

OFFICE CONSIDERATIONS

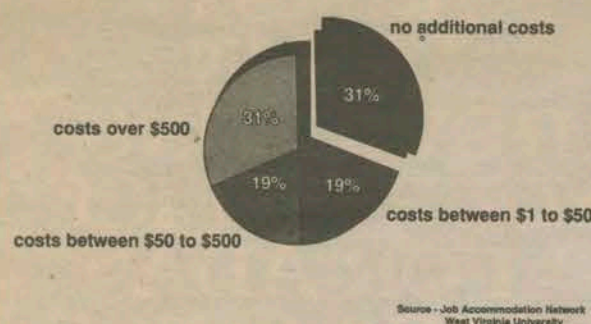
An employer has several options when selecting office furniture, remodeling an existing facility, or constructing a new building. A major consideration should be adjustable furniture.

Workstations provide flexibility to move the work surface up or down. In the same way, shelves and other components can be adjusted. This flexibility is not only important for employees with disabilities but also for short or tall employees who require adjustable furniture.

ACCESS SYMBOLS



Cost of Accommodations



The following is a list of some possible reasonable accommodations:

a. Make existing employee facilities readily accessible and usable by individuals with disabilities. This may include the installation of wheelchair ramps

Undue Hardship

"Undue hardship" is the limit of an employer's obligation to accommodate an otherwise qualified person with a disability. The ADA defines this term as "an action requiring significant difficulty or expense." The federal regulations further explain that an accommodation that is "... unduly costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature or operation of the business" is unreasonable.

From these factors some basic conclusions can be made. First, for an employer to claim undue hardship, an accommodation must cost more than a small amount or result in more than a minor inconvenience. Second, what is "reasonable"

depends on the type and size of the business considered. Third, an employer must explain why a

FACTORS TO CONSIDER

- 1) nature and cost of accommodation;
- 2) resources of both facility and covered entity;
- 3) type of operation, including composition and structure of workforce; and
- 4) relationship between facility and covered entity.

proposed accommodation has been rejected. If the issue of hardship is cost, the employer must investigate public funding sources, as well as offer the employee the option of paying for all or part of the accommodation. Kansas Rehabilitation Services provides funding for accommodations needed for its clients.

November 29, 1991

An Advertising Supplement to the Wichita Business Journal

ARE TAX INCENTIVES AVAILABLE?

The Disabled Access Credit is available to small businesses. A 50% tax credit is offered when "eligible access expenditures" are made up to a maximum credit of \$5000. Eligible access expenditures include: removing architectural, communication, physical or transportation barriers; providing qualified readers, qualified interpreters, or other methods to accommodate persons with visual or hearing impairments; and acquiring or modifying equipment for individuals with disabilities.

The Architectural and Transportation Barrier Removal Deduction allows businesses to deduct up to \$15,000 for making an existing facility or public transportation vehicle more accessible to and usable by individuals with disabilities.

The Targeted Jobs Tax Credit offers employers a credit if they hire individuals from nine targeted groups, including persons with disabilities. A maximum credit of \$2,400 per employee for the first year of employment is available.

The Kansas Handicapped Accessibility Credit is also available. Fifty percent of eligible expenditures may be claimed as a tax credit toward Kansas income

tax liability (up to \$10,000). Businesses should consult their tax consultants for more details.

WHAT IMPACT DO THE DISABILITY ACTS HAVE ON THE KANSAS WORKERS' COMPENSATION ACT?

The EEOC interpretation explains that state workers' compensation laws are not preempted by the ADA. Employers can engage in normal workers' compensation reporting without violating the Disability Acts. On the other hand, asking pre-employment questions about an applicant's work-related injuries violates the prohibition on disability-related inquiries.

Once an employee is injured, the employer must monitor the employee's progress both from the standpoint of the Workers' Compensation Act and the Disability Acts. The employee injured on the job may also be disabled for purposes of the Disability Acts, requiring the employer to provide a reasonable accommodation to allow him to perform the essential functions of the job.

STEPS TOWARD ADA COMPLIANCE

1. Determine essential functions of job (Consider including in job description)
2. Standardize pre-employment process
3. Review applications for illegal questions
4. Ensure applications and interviews are accessible
5. Train interviewers
6. Review medical examination procedures
7. Review testing, selection criteria, policies and benefit programs
8. Develop plan for handling requests for accommodation

Title III?

HOW WILL TITLE III, PUBLIC ACCOMMODATIONS, AFFECT AREA BUSINESSES?

Any privately owned business that provides a service or product may not discriminate against persons with disabilities beginning January 26, 1992 under Title III of the ADA. The KAAD, however, applies to Kansas businesses as of July 1, 1991. Businesses are required to provide services and

goods in "the most integrated setting appropriate to the needs of the individual." Furthermore businesses must make auxiliary aids available, unless to do so would result in an undue burden.

The Act requires businesses to remove architectural and communication barriers in existing facilities where removal is "readily achievable". Readily achievable is defined by the law as "easily accomplishable and able to be carried out without much difficulty or expense." The

following are some steps that may be considered readily achievable: installing ramps, flashing alarm lights and grab bars; lowering shelves, telephones and paper towel dispenser; widening doors; rearranging tables, chairs, vending machines, display racks, and other furniture; and creating designated accessible parking spaces.

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KETCH is a not-for-profit agency that provides vocational training, job placement and community living programs for adults with disabilities.

Martin, Churchill, Overman, Hill & Cole, Chartered, has been advising local and national employers on labor and employment law matters since the 1950's. The Firm's employment law attorneys have the experience to advise management in applying current law and in facing the employment law challenges of the future.

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Americans with Disabilities Act: Open Your Doors to New Customers

An Advertising Supplement to the Wichita Business Journal

May 1, 1992

Public opinion and accessibility

In the first national poll of people with disabilities conducted in 1986, the Louis Harris organization asked a number of questions regarding the social integration and activities of Americans with disabilities. They discovered that people with

disabilities are an extremely isolated segment of society.

Specific findings of the poll included the following: Nearly two-thirds of all of the disabled population never went to a movie in the past year. Seventy-five percent of this population never went to a sporting event during the past year, compared to 50% of all adults. Furthermore, people with disabilities are much less likely than the rest of the population to ever eat in restaurants.

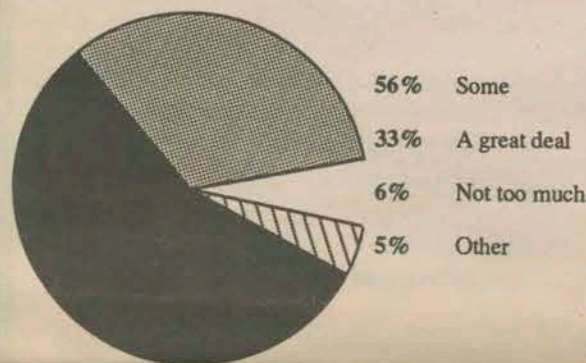
Contributing to this isolation is the fact that people with disabilities often do not feel welcome in public places. Physical barriers prevent people with disabilities from visiting social, commercial and recreational establishments. Many people with mobility impairments cannot enter or use a building that has steps or narrow doorways. Restrooms are often not accessible. People who have visual or hearing impairments are often unable to make effective use of, or participate safely in, activities if the facilities in which they are held have no features for communication accessibility.

Another Harris poll was conducted in 1991 after the passage of the Americans with Disabilities Act (ADA). This poll shows that 89% of the public is willing to

spend the money necessary to integrate people with disabilities into the mainstream of American society. Furthermore, 96% support making public places such as restaurants, stores, theaters and hotels accessible to people with disabilities.

Title III of the Americans With Disabilities Act requires that most businesses be accessible to people with disabilities. In addition to barrier removal, businesses cannot deny service to the disabled and must provide goods and services in the most integrated setting possible. It is the responsibility of covered businesses to provide auxiliary aids if necessary. Title III became effective on January 26, 1992.

How Much Should the Country Spend to Make Schools, Transportation, Workplaces and Other Public Facilities Accessible to People with Disabilities?



GENERAL RULE:

BUSINESSES PROVIDING GOODS, SERVICES AND ACCOMMODATIONS TO THE PUBLIC MAY NOT DISCRIMINATE AGAINST INDIVIDUALS WITH DISABILITIES.

Who is covered?

Virtually all privately-owned companies that provide goods and services to customers, clients or visitors fall within the ADA's definition of a "public accommodation" and must comply with its non-discrimination provisions. These provisions apply to all covered businesses regardless of size.

"Public accommodations" include 12 categories of privately operated entities:

- A. Places of lodging - inn, motel, hotel.
- B. Food or drink establishments - restaurant, bar.
- C. Places of exhibition or entertainment - theater, concert hall, stadium.
- D. Places of public gathering - auditorium, convention center, lecture hall.
- E. Sales or rental establishments - bakery, grocery store, clothing store, hardware store, shopping center.
- F. Service establishments - laundromat, dry cleaner, bank, barber shop, beauty shop, travel agency, shoe repair service, funeral parlor, gas station, office of an accountant or lawyer, pharmacy, insurance office, professional office of a health care provider, hospital.
- G. Stations used for specified transportation -

terminal, depot, or station for bus, rail or other non-aircraft conveyance.

- H. Places of public display or collection - museum, library, gallery.
- I. Places of recreation - park, zoo, amusement park.
- J. Places of education - nursery, elementary, secondary, undergraduate, or post-graduate private school.
- K. Social service center establishments - day care center, senior citizen center, homeless shelter, food bank, adoption agency.
- L. Places of exercise or recreation - gymnasium, health spa, bowling alley, golf course.

The category list is exclusive, but the examples within each category are not. A facility may qualify as a public accommodation because it is included in a statutory category even though the type of facility is not listed as an example.

WHO IS NOT COVERED UNDER TITLE III?

Private clubs (i.e. fraternal organizations) and religious organizations are exempt from the ADA's requirements for public accommodations.

HOW DOES THE ADA AFFECT FACTORIES AND OFFICE BUILDINGS?

A commercial facility is a non-residential facility whose operations affect commerce and which is not listed in the statutory list of public accommodations. Factories and office areas, if not open to the public, are examples of commercial facilities. Commercial facilities must comply with the new construction and alterations portions of the regulations, but are not required to remove barriers, provide auxiliary aids or provide services through alternative means.

A single facility can be classed as both a public accommodation and a commercial facility. A manufacturing business that maintains a customer showroom or retail outlet at the same site as its factory would be an example of such dual status. However only that portion actually open to the public must remove barriers and provide auxiliary aids/services. Likewise, an office building that has any offices that have customers, clients, patients or is open to the public must comply with all provisions of Title III. Commercial facilities may have obligations to applicants for employment or to current employees to accommodate individuals with a disability under Title I of the ADA which governs employment.

May 1, 1992

An Advertising Supplement to the Wichita Business Journal

How does my business comply with Title III?

Public accommodations may have to modify policies, provide auxiliary aids and remove barriers.

— MODIFY POLICIES — AND PROCEDURES

A place of public accommodation must modify its policies, practices or procedures, if necessary, to make its goods and/or services accessible unless the facility can show that such a modification would fundamentally alter the nature of its business or result in an undue burden. For example, policies, practices and procedures should be modified to permit individuals with service animals such as guide dogs to be allowed into any type of business. A retail establishment may need to allow forms of identification other than a drivers license when cashing checks because some individuals with disabilities may not have a license.

— PROVIDE AUXILIARY AIDS —

One of the fundamental requirements of the ADA is to provide auxiliary aids and services. Businesses must take steps necessary to ensure that individuals with disabilities are not excluded, denied services, segregated or otherwise treated differently because of the absence of auxiliary aids and services.



A TDD (Telecommunications Device for the Deaf) is a machine that uses graphic communication in the transmission of coded signals by telephone or radio communication.

Specific examples of auxiliary aids and services include:

- readers
- braille documents
- large print materials
- audio recordings
- taped texts
- closed captions
- decoders
- telephone handset amplifiers
- telephones compatible with hearing aids
- telecommunication devices for the deaf
- qualified interpreters

Whether any of the aids listed above are necessary to the full enjoyment of goods and services depends upon the nature of those goods and services and the nature of the individual's disability.

The law is intended to address the underlying obligation of a public accommodation to communicate effectively with customers, clients, patients, or participants who have disabilities. Qualified

interpreters may have to be provided because of the nature of the information which is being conveyed to the individual with a disability. Communications that involve health, finance or legal matters that may be lengthy or complex may require an interpreter for effective communication. Although some arguments will be made that specific aids are not necessary but just desirable, the clear intent of the law is to make auxiliary aids widely available.

For example, Telecommunication Devices for the Deaf (TDD)s have to be offered if an establishment customarily offers telephone service to its customers, clients, patients, or participants on more than an incidental convenience basis.

Here are some other examples of auxiliary aids and services that in most settings would not be considered an undue burden:

- salespeople reading the cost of an item to a customer
- bookstores making a special order of braille books
- salespeople helping to reach items that are out of reach of a person using a wheelchair
- hotels of a certain size being required to have closed caption decoders available

— REMOVE BARRIERS —

Title III also requires public accommodations to remove all architectural barriers and communication barriers that are structural in nature, where such removal is readily achievable. Barrier removal is readily achievable if it is easily accomplishable without much difficulty or expense.

If removing a barrier is not readily achievable, the facility must make its goods, services or accommodations available through alternative measures if such alternatives are readily achievable. Curb service may be an appropriate alternative for a dry cleaners that is not yet accessible. Attendant service at a self service gas station where the gas pump is inaccessible is another example.

Several examples of readily achievable barrier removal are:

- Installing ramps
- Making curb cuts in sidewalks and entrances
- Lowering shelves
- Rearranging tables, chairs, vending machines, display racks and other furniture
- Lowering telephones
- Adding raised letter markings on elevator control buttons
- Installing flashing alarm lights
- Widening doors
- Installing offset hinges to widen doorways
- Eliminating a turnstile or providing an alternative accessible path
- Installing accessible door hardware
- Installing grab bars in toilet stalls
- Rearranging toilet partitions to increase maneuvering space
- Insulating lavatory pipes
- Installing a raised toilet seat
- Installing a full length bathroom mirror
- Lowering the paper towel dispenser in a bathroom
- Creating a designated accessible parking space
- Installing an accessible paper cup dispenser at an existing inaccessible water fountain
- Removing high pile low density carpeting
- Modifying vehicle hand controls

SELF-EVALUATION GUIDELINES FOR PROVIDING GOODS AND SERVICES

1. Do you treat your customers who have a disability in a nondiscriminatory manner?
2. Are your company's goods and services provided in the most integrated setting?
3. If you provide separate programs or activities for individuals with disabilities, are they allowed to participate in those programs that are not separate from the nondisabled if they wish?
4. Do you directly or indirectly (through contractual or other arrangements) use administration policies that discriminate against the disabled?
5. Are people who have friends or relatives with a disability provided goods, services and access to your business on a nondiscriminatory basis?
6. Do your eligibility criteria screen out individuals with disabilities?
7. Are people with disabilities treated in the same manner as your other customers through the provision of auxiliary aids and services?
8. Has your company removed architectural and communication barriers?
9. When the removal of barriers is not "readily achievable" does your company provide goods and services through alternative methods?

READILY ACHIEVABLE/ UNDUE BURDEN

Some factors to consider to determine whether removal of a barrier is readily achievable or if providing an auxiliary aid or alternative means of providing goods, services or accommodations creates an undue burden include:

- A. The nature and cost of the action needed.
- B. The overall financial resources of both the facility and covered entity.
- C. The number of employees.
- D. The financial resources and the size of any parent company or entity.

Questions & Answers

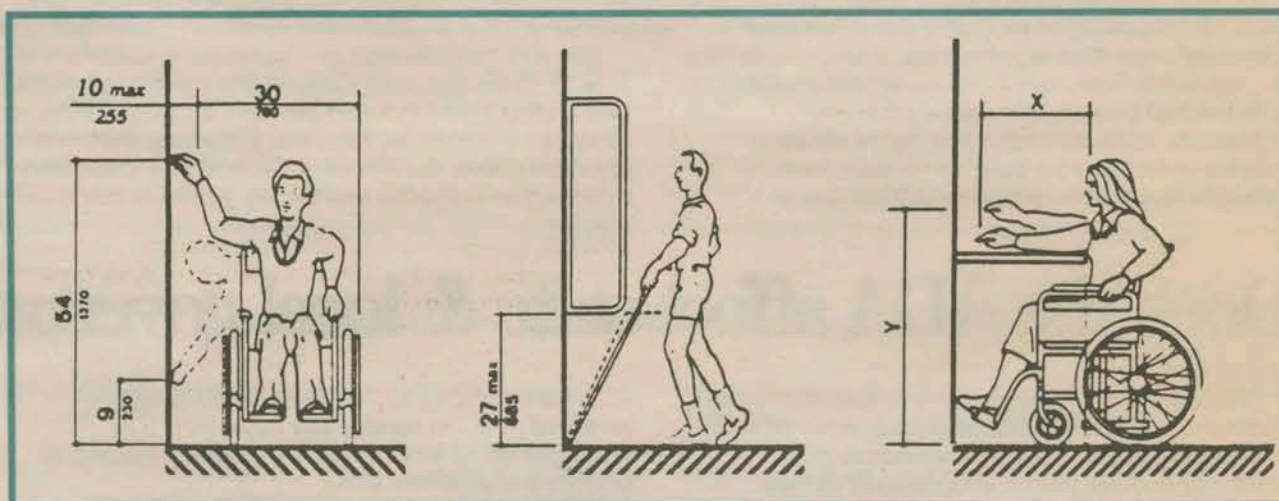
WHAT STEPS SHOULD MY COMPANY TAKE TO REMOVE BARRIERS?

1. **Evaluate Existing Facilities.** Walk through the facilities and identify existing barriers. (Placing a staff member in a wheelchair will make many of these barriers obvious).
2. **Solicit Input from People With Various Disabilities.** Invite groups who represent various disabilities to give you advice on making your facility more accessible. Although not mandatory, mailing out a survey to customers will help you determine the best ways to meet their needs.
3. **Make Changes.** Make all the changes that can be made without much cost or difficulty.
4. **Document Costs and Difficulties.** Document the specific costs of any changes that are not being made because they are too expensive.
5. **Re-Evaluate.** Frequently evaluate the facilities after changes have been made to identify other access barriers not previously identified.
6. **Create a Specific Plan.** If there are several needed changes that are not being made immediately because of the total cost, prepare a plan for accomplishing modifications which are achievable. When making this plan, grouping like projects together is advisable. An example is to make the building completely accessible for those with a given disability. If you are prioritizing modifications, make those changes first which will benefit the largest group of persons with a disability.

IN WHAT ORDER SHOULD BARRIERS BE REMOVED?

Places of public accommodation should prioritize their barrier removal in the following order:

1. Provide **initial access** to the facility from public sidewalks, parking or public transportation. These measures include installing proper parking spaces, curb cuts, entrance ramps and widening entrances.
2. Provide access to those areas where **goods and services** are made available to the public. These steps include adjusting the layout of display racks or tables, providing visual alarms, providing Brailled and raised character signage.
3. Provide access to **restroom facilities**. Restroom access includes widening doors, lowering paper



The ADA regulations assure an accessible environment. Here are a few examples: the height of elevator controls, the width of objects protruding from the wall and the height of restaurant tables.

towel and soap dispensers, providing accessible signage, widening of toilet stall, and installing grab bars.

4. Take any **other measures** necessary to provide access to the facilities, goods, services, privileges or other advantages which are offered to the public.

WHO IS RESPONSIBLE, THE LANDLORD OR THE TENANT?

A landlord and his or her tenant are both responsible for making facilities accessible and the regulations accompanying Title III set forth those responsibilities. The regulations do allow landlords and tenants to allocate the responsibility for modifying policies, practices and procedures, removing barriers and providing auxiliary aids and services. Such contractual allocations, however, do not affect the primary liability of the landlord if the tenant fails to comply with Title III requirements.

WHAT EFFECT DOES THE ADA HAVE ON NEW CONSTRUCTION OR ALTERATIONS?

All buildings used as public accommodations or commercial facilities that are designed and constructed for first occupancy after **January 26, 1993**, must be accessible to and usable by people with disabilities. Likewise, any alteration to an existing facility that affects or could affect the usability of the facility by a

person with a disability must be accessible to the greatest extent feasible. In addition, the "path of travel" to any altered area must likewise be accessible. There is a limit as to how much must be expended for making the path of travel to an alteration accessible. Generally, path of travel costs need not exceed 20% of the total cost of the alteration.

ARE TAX INCENTIVES AVAILABLE?

Yes. Tax incentives are available to businesses that remove architectural and communication barriers.

The **Disabled Access Credit** is available to small business. A 50% tax credit is offered when "eligible access expenditures" are made, up to a maximum credit of \$5,000. Eligible access expenditures include: removing architectural, communication, physical or transportation barriers; providing qualified readers, accommodating persons with visual or hearing impairments; and acquiring or modifying equipment for individuals with disabilities.

The **Architectural and Transportation Barrier Removal Deduction** allows businesses to deduct up to \$15,000 for making an existing facility or public transportation vehicle more accessible to and usable by individuals with disabilities.

The **Kansas Handicapped Accessibility Credit** is also available. Fifty percent of eligible expenditures may be claimed as a tax credit toward Kansas income tax liability (up to \$10,000). Businesses should consult their tax consultants for more details.

Accessibility — How Do You Measure Up?

Building Access:

1. Are 96" wide parking spaces designated with a 60" access aisle?
2. Are parking spaces within 200' of main building entrance?
3. Is the slope from parking to building entrance 1:12 or less?
4. Is the entrance doorway at least 32 inches wide when the door is open at a 90 degree angle?
5. Are lever handles on the door?
6. Is the force of the door 5 lbs. or less?
7. Is the threshold no more than 1/2" high?
8. If the main entrance does not meet standards is there a marked accessible entrance?

Building Corridors:

1. Is path of travel free of obstruction and wide enough for a wheelchair (36")?
2. Is floor surface hard and not slippery?
3. Are elevator controls low enough (42") to be reached from a wheelchair?
4. Are elevator markings in Braille for the visually impaired?
5. Does elevator provide audible signals for the visually impaired?

Restrooms:

1. Do doors have lever handles?
2. Are doors at least 32" wide?
3. Is restroom large enough for wheelchair turnaround, 60" x 56" or 48" x 69"?
4. Are stall doors at least 32" wide?
5. Are grab bars provided in toilet stalls?
6. Do sinks have at least 27" clearance below, and are they no higher than 34" at the rim?
7. Are sink handles easily reached and used?
8. Are soap dispensers, towels, no more than 48" from floor?
9. Are accessible restrooms marked?

How is Title III enforced?

An individual may bring a civil lawsuit under Title III for preventive relief, including a permanent or temporary injunction or restraining order to force Title III compliance. Monetary damages are not available in an individual lawsuit, but attorney fees are recoverable. Injunctive relief that can be obtained includes orders to: alter facilities to make them accessible and usable; provide auxiliary aids or

services; modify policies; and provide access to goods and/or services by alternative methods.

The Attorney General may investigate violations of Title III. If the Attorney General has reason to believe that a facility has violated the law, he may initiate a compliance review on his own. Following the review or investigation, the Attorney General may commence a civil action in federal court if any person is suspected

of engaging in a pattern or practice of discrimination against the disabled or the alleged discrimination against an individual raises an issue of general public importance. In a suit by the Attorney General, the court may force the entity to comply with Title III, award monetary damages to the individual with a disability, and assess a civil penalty of up to \$50,000.00 for a first violation.

Does the ADA affect state & local government?

Title II of the ADA states that no public entity can discriminate against people with disabilities. It is unlawful for state or local government to deny services or exclude people with disabilities from programs or activities.

Each state or local government in the U.S. is required to complete a self-evaluation of its current policies and practices to identify any non-compliant policies. Even though this procedure will not protect a public entity from a discrimination complaint, it is mandatory if programs are not readily accessible to, and usable by people with disabilities.

A public entity is required to make structural

changes to existing facilities only when program accessibility is not feasible any other way. (i.e.: reassignment of services to an accessible building, or provision of auxiliary aids).

Where structural changes to existing facilities are the only way to arrive at program accessibility a transition plan outlining the steps necessary to complete the structural changes is required. Comments must be invited from people with disabilities or from organizations which represent them. The transition plan must be completed by July 26, 1992, and include identification of barriers (architectural and communication) to program

accessibility. Detailed plans to make the facilities accessible need to include the timetable for implementation, as well as the name of the person responsible for these modifications.

Title II does not prohibit the existence of separate services which are designed to provide a benefit for persons with disabilities, such as specialized recreation programs. Such programs, however, can never be used as a basis to exclude a person with a disability from a program that is offered to persons without disabilities, or to refuse to provide an accommodation in a regular setting.

PUT THE EXPERTS AT KETCH TO WORK FOR YOU.

The KETCH Employer Accommodation Center is your key to understanding the Americans with Disabilities Act (ADA).

The Employer Accommodation Center offers:

- **ADA Information**
 - written materials
 - on-site assessments
 - management training
 - resource referrals
- **Job Placement Services**
 - pre-screened candidates
 - job analysis
 - follow-up services
 - coordination of government incentives



Employer Accommodation Center
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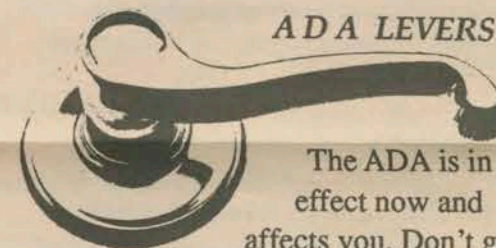
Marvin J. Martin, of Counsel

**MARTIN, CHURCHILL,
OVERMAN, HILL & COLE,
CHARTERED**

Attorneys at Law

500 North Market
Wichita, Kansas 67214
(316) 263-3200
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Robert J. Dole Institute of Politics
REMOVAL NOTICE

Date: 11/13/2013

Removed from: Dole Speeches, Briefing Material - Kansas Travel File - Kansas, May 22-27, 1992

Accession: 329-93-37 Box Number: Box 24 F. 8 (original)

Removed to: Oversized Photographs	Box
(Circle one) Oversized Publications	Box
Campaign Material	Box
Oversized Newsprint	Box
Personal Effects	Box
Memorabilia	Box <input checked="" type="checkbox"/>
Oversized Flats [Posters, Handbills, etc]	Box
Political Cartoons	Box
Textiles	Box
Photograph Collection	Box

Size: 3.5" x 2.25"

Format: Nametag

Description: White Nametag, black block on proper right with Ketch logo and

Date: 1992 "KETCH" in white type below it, Black type: "Senator Bob Dole"

Subject Terms (if any): Nametag in plastic holder with metal clamp on back

Restrictions: none

Remarks:

Name tag was attached to proper right pocket of Ketch folder inside speech file

Place one copy with removed item
Place one copy in original folder
File one copy in file

Robert J. Dole Institute of Politics
REMOVAL NOTICE

Date: 11/13/2013

Removed from: Dole Speeches, Briefing Material - Kansas Travel File - Kansas, May 22-27, 1992

Accession: 329-93-37 Box Number: Box 26 F. 8 (original)

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(Circle one)	Oversized Publications	Box	___
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	Personal Effects	Box	___
	Memorabilia	Box	<input checked="" type="checkbox"/>
	Oversized Flats [Posters, Handbills, etc]	Box	___
	Political Cartoons	Box	___
	Textiles	Box	___
	Photograph Collection	Box	___

Size: 3.5" x 2.25"

Format: Name tag

Description: white name tag, black block on proper right with Ketch

Date: 1992 logo and "KETCH" in white type below it, Black type:

Subject Terms (if any):

"Mike Glassner / Senator Bob Dole's Office"

Name tag in plastic holder with metal clamp on back

Restrictions: none

Remarks:

Name tag was attached to proper right pocket of Ketch folder inside speech file

Place one copy with removed item
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File one copy in file

I am checking
on this. (Also
discussed other
"marks" with him.
Marcie
5-29-92

**KETCH EMPLOYER ACCOMMODATION CENTER
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May 20, 1992

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Handwritten notes and signatures:
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De Vany
Wichita
1992

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Biddle Building, 1st floor
Topeka, KS 66606
(913) 296-3911

Wichita
West

As far as I
know, the
advisory board
members ~~did~~ were
not sent a note.
Marcie

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ADVISORY COUNCIL**

May 20, 1992

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May 24, 1992

PRESS CONFERENCE STATEMENTS: Judy Hearn

- 1
- * Good morning, I'm Judy Hearn, President and CEO of KETCH. On behalf of KETCH and U.S. Senator Robert Dole, we're proud to have you here.
 - 2
 - * Since its inception in 1963, KETCH has been a leader in creating innovative job training and job placement technology to benefit Kansans with disabilities. From day 1, the KETCH focus has been on providing services to persons with disabilities so that they become active participants and contributors in their home communities.
 - 3
 - * The Americans With Disabilities Act supports our efforts to eliminate the discriminative barriers experienced by persons with disabilities as they seek opportunities in the community.
 - 4
 - * Because of our unique relationship with Kansas businesses---much of our success in job training and job placement could not have occurred without our relationship with business and industry---KETCH, in response to the Americans With Disabilities Act, created the Employer Accommodation Center. The KETCH Employer Accommodation Center provides information, referral, training, and support to Kansas businesses as they begin to understand and comply with the Americans With Disabilities Act. This center is 1 of 5 centers in Kansas funded through the cooperative efforts of Kansas Rehabilitation Services and the Kansas Department of Commerce.
 - 5
 - * Senator Dole and his staff have been instrumental in supporting the development of the KETCH EAC services.
 - 6
 - * And so, to continue his show of support for the concept and to monitor our services to Kansas businesses, a KETCH Employer Accommodation Center Advisory Council, cochaired by Senator Dole and Wichita executive Don Sbarra, has been created. To speak on his involvement with the Americans With Disabilities Act and to announce Advisory Council membership, the Honorable Robert Dole.
- Handwritten notes:*
- Top right: "I am ready"
- Middle right: "4"
- Bottom left: "a lot of work"

PRESS CONFERENCE OUTLINE

Judy Hearn :

- I. Welcome
- II. KETCH background
EAC conception
- III. Introduction of The Honorable
Robert Dole

Senator Robert Dole:

- IV. Association with Employer Accommodation
Center (EAC)
- V. Statement on the ADA
- VI. Statement on the EAC
- ~~VII. Purpose of the Advisory Council~~
- ~~VIII. Members of the Council~~
- IX. Questions
- X. Adjournment

PRESS CONFERENCE: U.S. Senator Robert Dole

- * I'm pleased to announce my support for the KETCH Employer Accommodation Center as demonstrated through my involvement with the KETCH Employer Accommodation Center Advisory Council.
- * The passage of the Americans With Disabilities Act has been an exciting and fulfilling effort to eliminate the discriminatory barriers that have traditionally kept persons with disabilities from entering into the mainstream of American life. Though a sweeping piece of civil rights legislation, the Americans With Disabilities Act will not, unto itself, eradicate discrimination against persons with disabilities. Working together, it is up to members of the disability community, leaders in business and industry as well as local legislators to begin eliminating barriers and creating new opportunities for the inclusion of persons with disabilities in all facets of community life.
- * To strengthen the relationship between the business community and the disability community, KETCH created the Employer Accommodation Center. In the past year, the KETCH Employer Accommodation Center has provided practical, non-threatening advice, with regards to the Americans With Disabilities Act, to over 4,000 business persons. Through workshops, information, referral services, on-site assessments, and staff training the KETCH Employer Accommodation Center is creating new opportunities for individuals with disabilities as well as for businesses who take advantage of this qualified labor resource.
- * The newly created Employer Accommodation Center Advisory Council will assist the center in maintaining its leadership role in providing the technical assistance necessary for community compliance to the Americans With Disabilities Act. Council members will monitor and evaluate the center's activities, provide expertise based on their varied business experiences and encourage the community to become more accessible to persons with disabilities.
- * I'm proud to announce that joining me in this effort as members of the KETCH Employer Accommodation Center are:

PRESS CONFERENCE: U.S. Senator Robert Dole

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17
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Attached

EMPLOYER ACCOMMODATION CENTER
ADVISORY COUNCIL
AGENDA
May 26, 1992

- I. Introductions & Comments.....Senator Dole
- II. Introduction of Judy Hearn, President of KETCH.....Sbarra
- III. Brief overview of KETCH.....Hearn
- IV. Activities of the Employer Accommodation Center to
date.....DeVaughn
- V. Role of Advisory Council.....Sbarra
 - A. Monitor & evaluate
 - B. Lend name and credibility to effort
 - C. Provide expertise
 - D. Assist in search for future funding
 - E. Encourage community to become more accessible and
accepting to persons with disabilities
- VI. Adjourn.....Sbarra

**KETCH EMPLOYER ACCOMMODATION CENTER
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May 20, 1992

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The **KETCH EMPLOYER ACCOMMODATION CENTER** was created to help Kansas businesses understand and comply with the Americans with Disabilities Act (ADA) and the recent amendments to the Kansas Act Against Discrimination. The Employer Accommodation Center will provide information, referral, training and support through the following mechanisms:

- Written materials
- Toll-free number, 1-800-530-5715
- Referrals to area and national services
- General orientation to the ADA
- Sponsorship of seminars and workshops
- On-site assessments
- Job restructuring consultation
- Referrals of qualified applicants for job openings
- Management training

For more information contact:

■ Employer Accommodation Center
KETCH Corporate Offices
1006 E. Waterman
Wichita, KS 67211
316-269-7796
1-800-530-5715

■ Employer Accommodation Center
KETCH Satellite Office
1115-C Kansas Plaza
Garden City, KS 67846
316-275-1736

KETCH is a not-for-profit Kansas Corporation providing comprehensive vocational rehabilitation and job placement services for individuals with physical, mental and emotional disabilities as well as employment placement and residential services to older persons. More than 22,000 persons with disabilities have received assistance in vocational rehabilitation and/or job placement since the Center's inception in 1964. The Employer Accommodation Center is partially funded by the cooperative efforts of the Kansas Department of Commerce and Kansas Rehabilitation Services.

KETCH MISSION — to provide leadership to Kansans through programs and services that enable persons with special needs to achieve greater independence and self-fulfillment at work, at home and in the community.

JUST THE FACTS



Our heritage... Since 1964, KETCH has provided vocational training, job placement and community living services that enable adults with disabilities to live and work independently. In 1982, the program was expanded to address residential and employment needs of older persons.

Today, KETCH continues to provide leadership to Kansans through programs and services that enable persons with special needs to achieve greater independence, and self-fulfillment at work, at home and in the community.

More than 22,000 persons have been served at KETCH's Wichita training facilities and through employment services across Kansas.

KETCH training programs are geared to the needs of each individual. On average, 135 people are involved each day in the first stages of job preparation at KETCH's Wichita training facilities. Sub-contracts for assembly and packaging, and the production of air filters, notebook binders and wooden pallets provide the work. Trainees are paid a wage based on productivity. Trainees may move into supported employment, transitional industry-based training programs and, finally, into full employment.

1400 job placements of older persons and individuals with disabilities were made in FY 1991. This accomplishment was rivaled only by the Kansas Job Service Centers. An exemplary success rate of 81% was achieved through a careful matching of employers' needs and individuals' job skills, coupled with extensive follow-up. KETCH/Projects With Industry job placement specialists serve all Kansas counties; KETCH Senior Employment Program staff serve 8 counties in South Central and Western Kansas.

KETCH community living programs served 106 persons with disabilities in FY 1991, with one-fifth moving into more independent living situations. The KETCH Almond Tree Apartments, a 50-unit complex, is home to low-income individuals 55 and older.

Advocacy, opportunity and choice are key to the KETCH approach to vocational rehabilitation. The program addresses the individual's need to function as an integral part of the community and to earn a competitive salary in occupations that accommodate personal interests and abilities.

Major support for the agency is derived from grants or contractual fees from: school districts, county mill levies, United Way of the Plains, the Kansas State Department of Social and Rehabilitation Services, the U.S. Rehabilitation Services Administration, Kansas Rehabilitation Services, Kansas Department on Aging. Private support is provided by foundations, corporations, organizations and individuals.

KETCH MISSION — to provide leadership to Kansans through programs and services that enable persons with special needs to achieve greater independence and self-fulfillment at work, at home and in the community.



■ VOCATIONAL TRAINING

• **Center-based training**—On any given day, 135 trainees are engaged in Center-based vocational training programs. Six different training areas—general assembly, electrical assembly, woodshop, mail services, binder and air filter manufacturing—teach work attitudes, as well as work skills. Contracts with area business and industry supply the work; contract income helps to underwrite training costs. Trainees are paid a wage based on productivity.

• **Transitional employment**—Selected trainees gain exposure to a variety of work environments and jobs through "transitional employment," a program that enables clients to do contract work on-site for local employers.

A total of 156 KETCH clients participated in Center-based and/or transitional employment training programs during fiscal 1991-92.

• **Supported Employment**—An additional 40 persons were placed in industry-based training through the KETCH Supported Employment Program. Supported Employment provides job coaching tailored to the needs of a particular client and job. Coaching is phased out gradually as the trainee becomes acclimated to his/her job and begins meeting company performance standards.

• **Admissions criteria**—KETCH vocational training programs primarily serve persons dually-diagnosed whose disabilities are described as moderate to severe. Persons most likely to benefit from and therefore eligible for admission to the KETCH vocational training program are those: 1) 16 years of age or older; 2) who desire employment as an outcome; 3) exhibit the need to overcome barriers to employability related to: productivity, attitude, behavior and/or life skills.

■ COMMUNITY LIVING

Last year, KETCH served 106 persons with disabilities through its community living programs. Such programs include: group living in three group homes; semi-independent apartment living in the Country Acres complex and Supported Living.

• **Group Living**—Group Living provides clients with a highly-structured environment in which they can learn all manner of life skills—cooking, shopping, budgeting, and personal grooming, to name a few—and explore a myriad of opportunities for participation in community activities.

• **Semi-independent**—Semi-independent apartment living gives clients a chance to test what they know and learn more in an environment that allows more autonomy and privacy than group living.

• **Supported Living**—Supported Living supports clients in their own apartments or houses. Life skills trainers provide services on an as-needed basis. Currently, 20 persons are served by Supported Living staff.

• **Admissions criteria**—To be eligible for group or semi-independent living programs, one must be: 1) 18 or older; 2) be employed or in a training program; 3) desire to live independently; 4) have access to income adequate to provide for clothing, medication, personal items, leisure activities, rent, food and budget-training activities; 5) have need of supervision and/or training in one or more of the following areas: self-care, personal hygiene, household management, use of community resources, personal safety, personal health and appropriate response to emergency situations.

KETCH MISSION — to provide leadership to Kansans through programs and services that enable persons with special needs to achieve greater independence and self-fulfillment at work, at home and in the community.



KETCH Employment Services is a comprehensive placement agency that has provided outstanding job placement services to Kansas businesses for more than 20 years. As an employer, you look for an agency that has the experience and expertise to do the job right. KETCH Employment Services fits the bill. KETCH places individuals with disabilities and older adults in a variety of jobs. A unique partnership with business and industry allows KETCH to keep in touch with your needs to facilitate successful job matches. Put the experts at KETCH to work for you.

KETCH Employment Services will:

- Pre-screen applicants
- Facilitate individual job matching
- Provide job coaching
- Follow up with placements
- Coordinate hiring incentives which may include:
 - On the Job Training
 - Targeted Job Tax Credits
 - on-site work evaluations
- Provide information on the Americans with Disabilities Act:
 - written materials
 - referrals to area and national services
 - on-site assessment of application process
 - staff training
- Identify information and referral sources
- Provide on-site work crews in selected areas

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Local Offices:

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TDD (316) 269-7746

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