



CITY OF SOMERVILLE, MASSACHUSETTS MAYOR JAKE WILSON

Date: June 11, 2026
To: City Council
From: Mayor Wilson
RE: Conveying an update regarding item #26-0825, a Resolution that the Administration submit a written report to this Council regarding the timeline and process for staffing the Americans with Disabilities (ADA) Coordinator role and update this Council on the plan to process ADA complaints and accessibility coordination when this position is vacant.

Dear Honorable Members of the City Council:

The following information is provided to the members of the Committee on Public Health and Public Safety and the City Council in response to the above referenced item.

Following the departure of the ADA Coordinator, there has been a collective response to ensure the support and services provided by the required position of ADA Coordinator have continued by qualified staff in the City. While the position itself is currently vacant, the services and support offered by the role have continually been covered.

This team has included the Chief Administrative Officer, the Director of Engineering, the ADA Field Associate, the Director of Racial and Social Justice (RSJ) and RSJ staff, the Mayor's Public Liaison, and Human Resources staff. Since the position has been vacant, this team has triaged requests based on the inquiries and needs identified. Staff and community members are still able to submit ADA related complaints in the same manner as they were able to do so previously when the ADA Coordinator position was filled by emailing ada@somervillema.gov or by calling 617-625-6600 X 2059. Additionally, the named Acting ADA Coordinator is Chief Administrative Officer Kimberly Wells, and this is reflected on the website and in relevant materials.

The ADA Coordinator & Investigator position was posted online on May 20, 2026 to the City Career Page, Indeed, LinkedIn, Zip Recruiter, Massachusetts Municipal Association. Additionally, the role has been advertised at career fairs.

Please let the IGA team know if there are any further questions on any of the above information.

Thank you,

Jake Wilson
Mayor

