



AAC

Accessibility Advisory Committee

600 Fifth Street NW
Washington, DC 20001
202-962-6060

Meeting Minutes: November 3, 2014

ATTENDEES

Present: Patrick Sheehan (Chair), Dr. Phil Posner (Vice-Chair), Dr. Tapan Banerjee (2nd Vice-Chair), Elver Ariza-Silva, Carolyn Bellamy, Brianne Burger, Marisa Laios, Phillippa Mezile, Brian Miller, Mary Jane Owen, Doris Ray, Denise Rush, Paul Semelfort, Anthony Stephens, and, Dr. William Staderman.

Call to Order

Chairman Sheehan called the Accessibility Advisory Committee (AAC) meeting to order at 5:30 pm.

APPROVAL OF AGENDA, BOARD REPORT, AND PRIOR MEETING MINUTES

The meeting agenda was approved.

The October 6, 2014 meeting minutes were approved.

The Chairman's Report to the Metro Board, dated November 3, 2014, was approved.

PUBLIC COMMENT PERIOD

A comment was made about the benefits of MetroAccess service. The customer stated that the service allows her to be mobile and continue to participate in social and community activities. Chair Sheehan stated that access to transportation increases independence. The membership agreed.

Barbara Millville, President, National Capital Citizen with Low Vision, thanked Metro for their efforts in improving lighting in the Metrorail system. She stated that the improvements provide a noticeable difference, and are appreciated by all especially those in the disability community.

QUARTERLY MEETING WITH BOARD EXECUTIVE LEADERSHIP

The AAC discussed its Quarterly Meeting with the Executive Leadership of Metro's Board of Directors. Chair Sheehan stated that the discussion focused on four points: 1) the impact of bus stop elimination and consolidation on MetroAccess; 2) the MetroAccess Grandfathering policy; 3) AAC By-laws; and 4) regional bus stop improvements.

Dr. Posner stated that there was a lengthy discussion on how best to alleviate the challenges of customers affected by bus stop elimination or consolidation. Metro has developed a process for identifying the affected MetroAccess riders prior to the proposal for elimination or consolidation of a stop. The Executive Leadership agreed that bus stop elimination is a concern for MetroAccess customers and recommended that staff communicate the process to customers.

Dr. Banerjee stated that the Executive Leadership was very interested in bus stop accessibility. Many agreed that the adoption of the new standard and improving the region's inaccessible stops are steps in right direction. Dr. Banerjee stated that regional collaboration is the key. Bus stop accessibility is an issue that affects all customers including those with disabilities. The Executive Leadership was also very interested in the function of the Bus Stop GIS system, in particular how the system will enhance independence and improve connectivity to the fixed route system. The AAC leadership noted that the Bus and Rail Subcommittee (BRS) would be receiving an update during its November meeting.

The AAC leadership also discussed membership terms. Dr. Posner stated that the Executive Leadership suggested that the AAC have 4-year terms instead of three. This would make it easier to maintain the structure without requesting any special exemption.

In a follow-up to the summary of the meeting, AAC members expressed a desire to have a broader discussion on pedestrian safety and traffic patterns. In light of the recent accident of an AAC member, Ms. Owen suggested that pedestrian traffic signals should be part of the discussion on bus stop accessibility. Ms. Ray stated that in Virginia there is a movement to have cars come to a full stop at all intersections and cross walks before proceeding.

AAC BY-LAW WORK GROUP (Update)

The AAC continued its discussion on the AAC By-Laws. Mr. Semelfort, Chair, AAC By-Laws Work Group, stated that the Work Group has thoroughly discussed each of the governance questions and is recommending the majority opinion of the Work Group be placed to a vote. Mr. Semelfort proceeded to read each question, provide the majority opinion, entertain questions, and then called for a vote on each item. The questions, recommendations, and findings were as follows:

1. Should a quorum be required for the subcommittees, and if so, how many participants should constitute a quorum?

Upon motion, the AAC unanimously voted that a quorum should apply only to the main committee requiring 50% +1 of the membership, and not apply to the subcommittee.

2. Should the quorum be based on equal jurisdictional participation or having a sufficient representation of the various disability types? Do the officers have to be from each jurisdiction to ensure parity, or should they chosen solely based on their leadership qualities and experience?

Upon motion, the AAC voted that all officers shall be chosen based on the most capable member independent of disability or jurisdiction, and the quorum should apply only to the main

committee requiring 50% +1 of the membership. Ms. Burger voted against the motion.

3. Should the AAC consider appointing Alternate Members who can participate in all meetings and vote only when the Primary Member is unable to attend due to illness or other "excused" absence? (Suggested number would be three (3) alternate members representing each of the three jurisdictions.)

Upon motion, the AAC unanimously voted to remove this subject from consideration to the current By-laws.

4. Should the AAC place a limitation on the number of meetings that a member can miss before their membership on the Committee is reviewed for possible termination? If so, subcommittee meetings and main committee meetings be counted equally for this purpose? Should we differentiate between "excused" and "unexcused" absences or establish a simple, no-fault policy?

Upon motion, the AAC voted to establish an absentee policy outlined as; if a member has attended no main committee meeting for four consecutive months or has missed two-thirds of regularly scheduled subcommittee meetings within a six-month period, their membership will be placed under review. Dr. Posner, Ms. Rush and Dr. Miller voted against the motion, and Ms. Owen and Ms. Burger abstained from voting.

5. What constitutes fulfillment of a member's duties and obligations to the AAC – specifically, what level of participation is expected? Is attendance sufficient? Or are the members expected to review materials in advance; come to the meetings prepared to participate actively in the discussions; and take a definitive position on the issues? If a member does not do these things should the Chair have the discretion to recommend removal of the member from the Committee as a whole with such removal approved by a significant majority of Committee members?

Upon motion, the AAC unanimously voted to maintain the language in the By-laws under Article IV, Section A, Number 3 and 4.

6. Should an election be required to elevate a member to Chair of either the main committee or one of the subcommittees? Or can a Vice Chair be

permitted to succeed the Chair automatically until the end of the departing chair's term?

Upon motion, the AAC unanimously voted to elevate the Vice-Chair to Chair of either the main committee or the subcommittees until an election can be held for the position. The election would be conducted at the next main committee meeting.

7. Should the subcommittee Chairs also serve as Vice Chairs of the main committee? (This could be an opportunity to gain experience for those interested in serving as Chair later, but it would also place more responsibility on the individuals involved.)

Upon motion, the AAC voted against having the main committee Vice-Chairs serve as the subcommittee Chairs. Dr. Posner voted against the motion.

8. Should the officers on the main committee be elected annually so that there is no conflict between their terms of office as officers and members?

Upon motion, the AAC unanimously voted to maintain the language in the By-laws under Article V, Section C, Number 1.

9. Should the term limits be adjusted?

Upon motion, the AAC unanimously voted to remove this subject from consideration to the current By-laws.

10. Should the subcommittees select their officers in the same fashion as the main committee or separately? (If your answer to Question 7 above is yes, then the subcommittees would have to align their officer selections to that of the main committee.) Should the subcommittees Chairs be allowed to appoint the Vice Chairs?

Upon motion, the AAC unanimously voted to remove this subject from consideration to the current By-laws.

Dr. B. Moore Gwynn, AAC Coordinator, reminded members that the recommendations will be added to the By-laws for a final vote at the December AAC meeting. Staff will review the document prior to forwarding to the Board for approval.

AAC ADMINISTRATIVE DISCUSSION

Frank Roth, Director, Office of Eligibility Certification and Outreach, reminded members that Metro would host its Third Annual Accessibility Excellence Awards on Wednesday, November 19, 2014, at the JGB Lobby-level meeting room from 5:30 p.m. to 7:30 p.m.

The awards are in recognition of outstanding contributions to the region's disability community and the accessibility of Metro.

Dr. Moore Gwynn announced that Dr. Posner will be the next recipient of the Richard W. Hedding Accessible Transportation Award. The Hedding award is in honor of the AAC's first Chairman who led the cause of accessibility on Metrorail. Metro will notify the honoree immediately, and the public announcement of the honoree will be forthcoming.

Dr. Staderman reminded members about the upcoming Tash Conference. He stated that his presentation entitled "Experiencing, Addressing, and Improving Accessibility within WMATA: WMATA Accessibility Advisory Committee (AAC)" will discuss how organizations and communities can work together. TASH's 2014 Annual Conference with a theme of "Be the Future" will be held December 3rd through December 5th, 2014 in Washington, D.C.

BUS/RAIL SUBCOMMITTEE REPORT

The BRS discussed dwell times for trains and how long the car doors remain open. The BRS is concerned that when large numbers of people enter and exit the trains, such as during peak periods or special events, there may not be sufficient time for customers using mobility devices to board safely. To assist with crowd control the AAC recommends that Metro announce that another train is directly behind the train on the platform. Additionally, the AAC recommends that Metro create a public outreach campaign to educate the public on this issue.

The BRS received an update on bus stop accessibility in the region. The Department of Access Services is proposing the creation of a Regional Bus Stop Accessibility database, updated by the jurisdictions, and made available to the public. The BRS is pleased with Metro's efforts to improve the accessibility of bus stops in the region.

METROACCESS SUBCOMMITTEE REPORT

The MetroAccess Subcommittee (MAS) discussed seat belt safety on MetroAccess vehicles. The MAS is concerned that the shoulder harness is not feasible for everyone, and some customers need seat belt extenders to use the seatbelt. All agreed that safety is extremely important and encouraged Metro to find alternatives. MAS recommended that drivers get trained on other options when seat belt extenders are not readily available. The MAS also recommended that Metro conduct an outreach campaign to educate the public.

The MAS also received a presentation on the application and assessment process for MetroAccess eligibility. Members expressed an interest in streamlining the recertification process for cases in which there is no expectancy of change or improvement in the individual's disability. Metro is working on an expedited administrative recertification for customers with full eligibility and/or have a permanent disability and no expectancy to improve. This process would not require the documentation from the doctor. This expedited administrative recertification process is expected to be implemented in 2015.

ADJOURNMENT:

The meeting adjourned at 7:33 p.m.



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STATUS OF FY 2015 COMMITTEE RECOMMENDATIONS AND ACTIONS

Info/Action Item Number	Description	Date Initiated	Originating Group	Status	Completion Date
Info - 21	AAC By-Laws Work Group	12/1/14	AAC	AAC Final Vote	
Info - 22	Metro's Diversity and Recruitment Initiatives	12/1/14		Steven Boney, Manager, Recruitment Operations & Diversity Recruitment Brett Tyler Director, Customer Support Services	
*Info - 17	MetroAccess Long-term Sustainability Study	1/5/15	AAC		
Info - 18	Age-Friendly DC Task Force (Update)	1/5/15	AAC	Update (Follow-up discussion after event - November 2013).	
Info - 19	Momentum and Long Range Plan (update)	2/2/15	AAC		

Note: Quarterly Meeting Recommendations are marked with an asterisk symbol.

COMPLETED - FY 2015 COMMITTEE RECOMMENDATIONS AND ACTIONS

Info/Action Item Number	Description	Date Initiated	Originating Group	Status	Completion Date
Info - 1	Silver Line Tour	7/7/14	AAC	Reflections	7/7/14
Info - 2	Silver Line Emergency Exercise	7/7/14	AAC	Reflections (request from EOM during the Metrorail evacuation procedures review)	7/7/14
Info - 3	Bus Stop Working Group (Update)	7/7/14	AAC	Presenter: Chris Blake	7/7/14
Info - 4	Quarterly Meeting with Board Executive Leadership	7/7/14	AAC		7/7/14
Info - 5	Metro's Signage Program	8/4/14	AAC	Update - from June 9 th BRS meeting	
Info - 6	Quarterly Meeting with Board Executive Leadership	8/4/14	AAC	Feedback from July 2014 meeting	

COMPLETED - FY 2015 COMMITTEE RECOMMENDATIONS AND ACTIONS

Info – 7	AAC By-Law Work Group	8/4/14	AAC		8/4/14
Info - 8	Metrobus Voice Annunciator System	9/2/14	AAC	Phil Wallace, Bus Maintenance	9/2/14
Info – 9	AAC By-Law Work Group	9/2/14	AAC	Governance Questionnaire	9/2/14
Info – 10	AAC Administrative Items	9/2/14	AAC	AAC Subcommittee Work Plan (approvals) TASH Proposal	9/2/14
Info – 11	AAC By-Law Work Group	9/2/14	AAC		9/2/14
*Info – 12	Accessible Meeting Locations	9/2/14	AAC	Public Hearings (Bus Service)	9/2/14
*Info – 13	Annual Report: Bus Stop Accessibility	10/6/14	AAC	Moved to BRS – Discussion at October 2014 meeting	9/2/14

COMPLETED - FY 2015 COMMITTEE RECOMMENDATIONS AND ACTIONS

Info – 14	AAC By-Law Work Group	10/6/14	AAC		10/6/14
Info – 15	Quarterly Meeting with Board Executive Leadership	10/6/14	AAC		10/6/14
Info – 16	Accessibility Excellence Awards	10/6/14	AAC	Vote – Richard W. Hedding Accessible Transportation Awards	10/6/14
Info - 20	AAC By-Laws Work Group	11/3/14	AAC	Full Report and vote on governance questions.	11/3/14

Note: Quarterly Meeting Recommendations are marked with an asterisk symbol.