



ISO/IEC JTC 1 Special Working Group on Accessibility (SWG-A)

JTC 1 SWG-A N 592

2014-10-17

Document Type: Meeting Report

Title: Meeting Report for the 14-16 October 2014 WebEx Meeting of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility)

Source: JTC 1 SWG-Accessibility Convenor and Secretariat

Due Date: n/a

Requested Action: For information and action as indicated in the meeting report.

NOTE: The meeting scheduled for 14-16 October 2014 concluded on 15 October.

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Meeting Report for the 14-16 October 2014 WebEx Meeting of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility)

Meeting Schedule:

14 October 2014	13:00 to 14:30 UTC**
15 October 2014	13:00 to 14:25 UTC**

****NOTE:** WebEx participants should use a time zone converter (such as <http://www.timeanddate.com/>) to determine the corresponding meeting times in their respective time zones.

1. Opening of Meeting

A. Li

Mr. Li, Convenor of the JTC 1 SWG on Accessibility welcomed the participants to the October 2014 WebEx meeting.

2. Convenor's Remarks and Introduction of Participants

A. Li

Participation on the 14-16 October 2014 WebEx meeting of the JTC 1 SWG on Accessibility was recorded as follows:

Organization	Representative	Attended
Australia	Liddy Nevile	x
Canada	Jim Carter	x
	Mary Frances Laughton	x
France	Josée Auber	x
Japan	Hajime Yamada (from 14:00)	x
	Mitsuji Matsumoto	x
	Toshihiro Suzuki	x
	Shigetoyo Nomura	x
United Kingdom	David Sawdon	x
	Kate Grant	x
	Rory Heap	x
	Andy Heath	x
United States	Glenn Meyer	x
	Don Deutsch	x
	Neal Dornbusch	x
	John Hartley	x
	Dwight Lewis	x

	Mary Jo Mueller	x
JTC 1/SC 29	Kate Grant	x
JTC 1/SC 35	Jim Carter	x
	Gregg Vanderheiden	x
ISO/TC 159/SC 4	Jim Carter	x
IEC TC 100	Kate Grant	x
ITU-T SG 16	Mitsuji Matsumoto	x
W3C/WAI	Shadi Abou-Zahra	x
ITI	Ken Salaets	x
SWG on Accessibility Convenor	Alex Li	x
SWG on Accessibility Secretariat	Jennifer Garner	x

2.1 Report of the June 2014 Meeting
DOCUMENT: [SWG-A N 578](#)

A. Li

Mr. Li referred the participants to the report of the June 2014 meeting of the JTC 1 SWG on Accessibility. The action items assigned at the meeting have been completed.

2.2 Resignation of JTC 1 SWG on Accessibility Convenor
DOCUMENT: [SWG-A N 588](#)

A. Li

Mr. Li reported that due to a change in employment status he would be stepping down as Convenor of the JTC 1 SWG on Accessibility immediately after this week's meeting. The US National Body has withdrawn endorsement of his candidacy in advance of the November 2014 JTC 1 Plenary.

3. **Adoption of Agenda**
DOCUMENT: [SWG-A N 585](#)

A. Li

The draft agenda was adopted with the following updates:

- Add new Agenda Item 2.2 Resignation of JTC 1 SWG on Accessibility Convenor - add document SWG-A N 588
- Agenda Item 4 - add document SWG-A N 589
- Agenda Item 4.1 - add documents SWG-A N 586 and SWG-A N 587
- Agenda Item 5 - add document SWG-A N 590

4. **Transition of ISO/IEC TR 29138 to ISO/IEC JTC 1 Publications**
DOCUMENTS: [SWG-A N 503](#), [SWG-A N 589](#) (US contribution)

A. Li

The participants discussed the US contribution contained in [SWG-A N 589](#). It was noted that the US National Body had submitted a contribution to the November 2014 JTC 1 Plenary proposing the

disbandment of the SWG on Accessibility, the transfer of its remaining transition activity to JTC 1/SC35 and announcing the US relinquishment of the SWG Secretariat. Dr. Carter, Convenor of JTC 1/SC 35/WG 6, indicated that his WG currently has broad, active participation from eleven countries and would be well situated to take on the work from the SWG on Accessibility. It was further noted that JTC 1's new rules on WG participation would assist interested parties in transitioning their engagement to a new committee. It was agreed that the SWG on Accessibility Convenor would revise the presentation to the JTC 1 Plenary taking into consideration the day's discussions.

Action Item: The JTC 1 SWG on Accessibility Convenor (Mr. Alex Li) will revise the JTC 1 SWG on Accessibility presentation to the November 2014 JTC 1 Plenary to include a roadmap for the transition of SWG on Accessibility activities for consideration on day 2 of WebEx meeting (15 October 2014).

On Day 2, the updated SWG-Accessibility presentation ([SWG-A N 591](#)) was reviewed and refinements were discussed.

Action Item: The JTC 1 SWG on Accessibility Convenor (Mr. Alex Li) will update the JTC 1 SWG on Accessibility presentation to the November 2014 JTC 1 Plenary to incorporate the changes agreed upon at the 15 October 2014 session.

4.1 Ad Hoc 18 - Updates to the User Needs Summary

J. Carter

Scope: *Ad Hoc 18 on User Needs Summary Refresh was established to revise the User Needs Summary taking into consideration the revised ISO/IEC Guide 71. Ad Hoc 18 Leader: Dr. Jim Carter (Canada). Participants: Mr. Andy Heath (UK), Mr. Glenn Meyer (US), Mr. Shadi Abou-Zahra (W3C/WAI), Dr. Kate Grant (UK), Mr. Rory Heap (UK), Mr. Shigetoyo Nomura (Japan) and Ms. Mary Jo Mueller (US). Ad Hoc 18 will complete its data gathering on user needs in advance of the October 2014 SWG-Accessibility teleconference. A call for additional user needs will be issued. The ad hoc will provide a written report and updated draft for consideration at least two weeks in advance of the 14-16 October 2014 teleconference.*

DOCUMENTS: [SWG-A N 580](#) (call for additional user needs), [SWG-A N 583](#) (UK contribution), [SWG-A N 584](#) (Canadian contribution), [SWG-A N 586](#) (Ad Hoc 18 report), [SWG-A N 587](#) (ITU-T SG 16 Liaison report)

In light of the discussions held under Agenda Item 4, it was agreed that this item would not be addressed at this time.

4.2 Ad Hoc 15 - Updates the Inventory of Accessibility and Accessibility - Related Standards and Specifications

J. Carter

Scope: *Update the existing standards inventory and further develop the proposal for a database to support the inventory. Ad Hoc 15 Leader: Dr. Jim Carter (Canada and JTC 1/SC 35). Participants: Ms. Jean Baronas (IEC/TC 100), Dr. Kate Grant (UK and JTC 1/SC 29), Mr. Andy Heath (UK and JTC 1/SC 36), Ms. Beverly Milligan (Canada), Mr. Shigetoyo Nomura (Japan) and Mr. Peter Wallack (US). A call for updates to the inventory will be issued.*

DOCUMENTS: [SWG-A N 579](#) (call for updates to inventory), [SWG-A N 581](#) (CEN-CENELEC contribution), [SWG-A N 582](#) (Australian contribution)

It was agreed that the contributions from CEN-CENELEC and Australia could be quickly incorporated into an updated version of the Inventory of Accessibility and Accessibility Related Standards and Specifications.

Action Item: Project Editor, Dr. Jim Carter, will incorporate inputs from CEN-CENELEC (SWG-A N 581) and Australia (SWG-A N 582) into an update of the Inventory of Accessibility and Accessibility-related Standards and Specifications by 1 November 2014 for submission to ISO.

5. **JTC 1 SWG on Accessibility Presentation to the November 2014 JTC 1 Plenary - Abu Dhabi, UAE** **A. Li**
DOCUMENT: [SWG-A N 590](#)

Updates to the SWG on Accessibility report to JTC 1 were addressed under Agenda Item 4.

6. **Future Meetings** **A. Li**

Future meetings were not scheduled at this time due to the proposal to disband the SWG on Accessibility.

7. **Review of Action Items and Recommendations** **J. Garner**

The following **Action Item(s)** was/were assigned at the 14-16 October 2014 JTC 1 SWG on Accessibility meeting:

1. The JTC 1 SWG on Accessibility Convenor (Mr. Alex Li) will revise the JTC 1 SWG on Accessibility presentation to the November 2014 JTC 1 Plenary to include a roadmap for the transition of SWG on Accessibility activities for consideration on day 2 of WebEx meeting (15 October 2014). - **DONE - SWG-A N 591**
2. The JTC 1 SWG on Accessibility Convenor (Mr. Alex Li) will update the JTC 1 SWG on Accessibility presentation to the November 2014 JTC 1 Plenary to incorporate the changes agreed upon at the 15 October 2014 session. - **DONE - SWG-A N 593**
3. Project Editor, Dr. Jim Carter, will incorporate inputs from CEN-CENELEC (SWG-A N 581) and Australia (SWG-A N 582) into an update of the Inventory of Accessibility and Accessibility-related Standards and Specifications by 1 November 2014 for submission to ISO.

Acclamation

The JTC 1 SWG on Accessibility thanks its Convenor, Mr. Alex Li, for his excellent leadership of this activity and wishes him the best in his future endeavors.

8. **Close of the Meeting**

The October 2014 JTC 1 SWG on Accessibility meeting adjourned 14:25 UTC on 15 October 2014.