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

JTC 1 SWG-A N 367

2009-02-03

Document Type: Meeting Report and Resolutions

Title: **Meeting Report and Resolutions for the 15 January 2009
Teleconference Meeting of the JTC 1 Special Working Group on
Accessibility (SWG-Accessibility)**

Source: JTC 1 SWG-A Secretariat

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JTC 1 SWG on Accessibility Secretariat
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Meeting Report and Resolutions for the 15 January 2009 Teleconference Meeting of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility)

Teleconference Logistics:

US and Canada Dial-in Number: 1.866.346.0549

International Dial-in Number: +1.763.391.1436

Conference Code: 6265737

Meeting Schedule:

15 January 2009	13:00 - 15:00 UTC**
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**Each participant should use a time zone converter (such as <http://www.timeanddate.com/>) to determine the teleconference start time in their respective time zone.

1. Opening of Meeting (13:00 UTC - 15 January 2009)

Mr. Li, Convener of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility), called the meeting to order on 15 January 2009 and thanked the SWG-A Secretariat for hosting this teleconference.

2. Introduction of Participants

Delegation	Name	On Teleconference
Canada	Jim Carter	x
	Mary Frances Laughton	x
Denmark	Helle Bjarnø	x
France	Josée Auber	x
Japan	Hajime Yamada	x
	Morihiro Taba	x
	Toshihiro Suzuki	x
	Mitsuji Matsumoto	x
	Shigetoyo Nomura	x
Korea, Republic of	Jae-II Song	x
Norway	Kjell Åge Bringsrud	x
	Rudolph Brynn	x
	Knut Lindelien	x
United Kingdom	Andy Heath	x
	Dave Sawdon	x

United States	Michael Takemura	X
	Andi Snow-Weaver	X
	Daniel Tang	X
	James Thurston	X
	Peter Wallack	X
ITI	Ken Salaets	X
Visual Impairment Knowledge Centre	Helle Bjarnø	X
W3C/WAI	Judy Brewer	X
	Shadi Abou-Zahra	X
JTC 1 SWG-Accessibility Convener	Alex Li	X
JTC 1 SWG-Accessibility Secretariat	Jennifer Garner	X
JTC 1/SC 35	Jim Carter	X
ITU-T SG 16 Liaison Officer	Mitsuji Matsumoto	X

3. Adoption of SWG-Accessibility Agenda

Reference: **SWG-A N 359**

The agenda was adopted with the following updates:

- Agenda Item 5 – add documents SWG-A N 360 and SWG-A N 361

4. Convener's Remarks (Mr. Li)

Mr. Li thanked the SWG-Accessibility participants for supporting his endorsement as Convener and moving forward on the publication of the Technical Report.

5. Publication Status for ISO/IEC TR 29138, Information technology – Accessibility considerations for people with disabilities - Parts 1-3 (Mr. Li and Dr. Carter)

References: [SWG-A N 356](#) (Part 1 disposition of comments), [SWG-A N 357](#) (Part 2 disposition of comments), [SWG-A N 358](#) (Part 3 disposition of comments), [SWG-A N 360](#) (UK comments), [SWG-A N 361](#) (Japanese comments)

Mr. Li noted that the three parts of TR 29138 have undergone two series of ballots – PDTR and DTR – and passed at both levels of voting. The focus of today's discussion would be on resolving the UK and Japanese issues related to the NOTES on Parts 1 and 3. Mr. Sawdon presented the UK proposal contained in SWG-A N 360. Dr. Yamada presented the Japanese contribution in SWG-A N 361 and reported that the Japanese delegation supported the UK's proposed modification. The other delegates were invited to comment.

SWG-A January 2009 Teleconference Resolution 1: Disposition of Comments for ISO/IEC DTR 29138 Parts 1 and 3

The JTC 1 Special Working Group on Accessibility accepts the updated dispositions of

comments contained in SWG-A N 363 (Part 1) and SWG-A N 364 (Part 3). The project editor, Dr. Carter, will finalize the edits and provide final copies of the three parts of the TR to the SWG-Accessibility Secretariat for submission to JTC 1 for publication.

6. Discussion of a Timeline for the Revision of ISO/IEC TR 29138, Information technology - Accessibility considerations for people with disabilities - Parts 1-3 (Mr. Li)

Dr. Carter reported that the final edits would be made over the weekend and the final text would be submitted to the SWG-Accessibility Secretariat early the following week. He noted that in his experience, it takes an average of three to six months to achieve publication following submission of the final text to the ISO editors.

7. Ad Hoc 13 - Policies and Scoping of Accessibility for Web Sites and Content for ISO and IEC Work (Ms. Auber)

Scope: The ad hoc was established to complete the response to SWG-A N 315 (JTC 1 Chairman's correspondence concerning JTC 1 web site accessibility issues), allowing several days for feedback only on scoping of the work between ISO, IEC, and National Bodies; and on ongoing interaction between the ad hoc and responsible parties. The ad hoc will also provide feedback to ISO/IEC staff on the development of an accessibility policy, and may be available to coach/mentor ISO/IEC staff in the translation of the accessibility policy into associated procedures to implement accessible web sites. The leader of Ad Hoc 13 will work with the JTC 1 ITSIG Liaison to convey the SWG-A's inputs on the ISO e-Services Guide. Ad Hoc Leader: Ms. Josée Auber (France). Participants: Ms. Judy Brewer (W3C/WAI), Mr. Andy Heath (UK and JTC 1/SC 36); Ms. Liddy Neville (Australia and JTC 1/SC 36); Dr. Kate Grant (UK and JTC 1/SC 29), Ms. Janina Sajka (Linux Foundation), Mr. Toshihiro Suzuki (Japan) and Mr. Alex Li (US).

References: [SWG-A N 348](#) (establishment and call for participants), [SWG-A N 343](#) (SWG-A response to SWG-A N 315), [SWG-A N 354](#) (JTC 1 Plenary Nara Resolutions - see Resolutions 9 and 16)

Ad Hoc 13 was established at the June 2008 SWG-Accessibility meeting in Tokyo with the scope detailed in SWG-A N 348. Mr. Li (US and SWG-Accessibility Convener) responded to the call for additional participants. Ms. Auber, the Ad Hoc 13 Leader, provided an update on the ad hoc's activities since the June 2008 meeting. At the November 2008 JTC 1 Plenary in Nara, Japan, JTC 1 accepted the offer of the incoming SWG-Accessibility Convener, Mr. Li, and Ad Hoc 13 Leader, Ms. Auber, to serve as the SWG-Accessibility contact for ensuring JTC 1 input to ITSIG is coordinated - The Information Technology Strategy Implementation Group (ITSIG) is an advisory group to the ISO Council whose mission is to address, monitor and coordinate Information Technology (IT) initiatives throughout the ISO system – i.e. those initiatives that concern the design, implementation and operation of IT systems and services to support international standardization activities. Ad Hoc 13 was reconstituted.

SWG-A January 2009 Teleconference Resolution 2: Reconstitution of Ad Hoc 13 on Policies and Scoping of Accessibility for Web Sites and Content for ISO and IEC Work

Ad Hoc 13 is reconstituted to provide ongoing interaction with ISO/IEC staff on the development of an accessibility policy, to coach/mentor ISO/IEC staff in the translation of the accessibility policy into associated procedures to implement accessible web sites, and to provide SWG-Accessibility representation to the JTC 1 Ad Hoc on Website Improvements. The leader of Ad Hoc 13 (Ms. Auber) and the SWG-A Convener (Mr. Li) will work with the JTC 1 ITSIG Liaison (Mr. Farance) to convey the SWG-A's inputs on the ISO e-Services Guide and to ensure JTC 1 input to ITSIG is coordinated. Ad Hoc Leader: Ms. Josée Auber (France). Participants: Mr. Alex Li (SWG-A Convener), Ms. Judy Brewer (W3C/WAI), Mr. Andy Heath (UK and JTC 1/SC 36); Ms. Liddy Nevile (Australia and JTC 1/SC 36); Dr. Kate Grant (UK and JTC 1/SC 29), Ms. Janina Sajka (Linux Foundation) and Mr. Toshihiro Suzuki (Japan).

7.1 Consideration of SWG-Accessibility Participation on the JTC 1 Ad Hoc on Web Site Improvements (Mr. Li)

Reference: [SWG-A N 354](#) (JTC 1 Plenary Nara Resolutions - see Resolution 9)

At the November 2008 JTC 1 Plenary in Nara, Japan, the JTC 1 Ad Hoc on Website Improvements was reconstituted and membership was opened to all JTC 1 National Bodies, Sub Committee and Special Working Groups – SWG-Accessibility participation has been requested.

The SWG-Accessibility agreed that Mr. Li (SWG-A Convener) and Ms. Auber (Ad Hoc 13 Leader) would represent the SWG-Accessibility on the JTC 1 Ad Hoc on Web Site Improvements.

8. Response to the JTC 1 SWG-Accessibility Request for JTC 1 Sub Committee Chairmen to Report on Responses to the New Work Item Question Regarding Accessibility (Mr. Li)

References: [SWG-A N 347](#) (request), [SWG-A N 355](#) (SC 29 Secretariat response)

One Sub Committee, SC 29, has responded to the SWG-Accessibility request for information on responses to the New Work Item Proposal question regarding accessibility – Are there any known accessibility requirements and/or dependencies...? For three SC 29 NPs initiated since the request was submitted, no accessibility requirements or dependencies have been identified, however, the SC 29 Secretariat has indicated that they will be considered at later stages.

There was no discussion and no further action will be taken on this matter.

9. Project Plan for the JTC 1 SWG-Accessibility (Mr. Salaets)

Reference: [SWG-A N 338](#)

Mr. Salaets will update the project plan based upon actions/discussions from this meeting. The updated project plan will be circulated for 30-day review and comment.

SWG-A January 2009 Teleconference Resolution 3: Updated Project Plan

The updated SWG-Accessibility Project Plan (SWG-A N 365) will be distributed for 30-day review and comment. Activities referenced in the Project Plan will be initiated. If comments are received, they will be reviewed by the Project Plan editor in consultation with the SWG-Accessibility Convener and Secretariat, and will be incorporated into an updated version of the Project Plan.

10. Future Meetings

- At the June 2008 meeting, the SWG-Accessibility accepted the offer of the National Body of Canada to host a physical meeting scheduled for 22-26 June 2009 in western Canada. In the event that a physical meeting is not necessary, a teleconference could be held during this week.

Following discussion about preferences and anticipated work to be addressed at the June meeting, it was agreed to meet in June 2009 by teleconference rather than hold a face-to-face meeting. It was agreed that the SWG-Accessibility would meet by teleconference on 24 and 25 June 2009 for a few hours each day. The SWG-Accessibility Convener and Secretariat will use the teleconference best practices standing document (SWG-A N 362) and poll members with a few options of times to determine preferences. The second day of the teleconference will be canceled if there are not enough agenda items to make it necessary.

SWG-A January 2009 Teleconference Resolution 4: Future Meetings

The JTC 1 Special Working Group on Accessibility resolves to reschedule the physical meeting tentatively scheduled for 22-26 June 2009 in Canada as a teleconference spread across two days:

- The SWG-A will hold a teleconference (host TBD) on 24 June 2009 to conduct business as necessary.
- The SWG-A will hold a teleconference (host TBD) on 25 June 2009, if necessary, to conduct business not concluded on 24 June 2009.

The SWG-Accessibility Convener and Secretariat will poll members to determine a preference for the teleconference time using SWG-A N 362 (JTC 1 Standing Document 1 (SD 1) Best Practices on Teleconferencing) as a guide.

11. Approval of Resolutions

The following resolutions were approved without objection during the 15 January 2009 SWG-Accessibility teleconference:

SWG-A January 2009 Teleconference Resolution 1: Disposition of Comments for ISO/IEC DTR 29138 Parts 1 and 3

The JTC 1 Special Working Group on Accessibility accepts the updated dispositions of comments contained in SWG-A N 363 (Part 1) and SWG-A N 364 (Part 3). The project editor, Dr. Carter, will finalize the edits and provide final copies of the three parts of the TR to the SWG-Accessibility Secretariat for submission to JTC 1 for publication.

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12. Close of the Meeting (not later than 15:00 UTC - 15 January 2009)

The meeting was adjourned at 14:42 (UTC).

