

**Minutes**  
**Fifth Meeting of the DOT ACCESS Committee**  
**September 21-23, 2016**  
**Ritz Carlton, Arlington, VA**

The Department of Transportation's Advisory Committee on Accessible Air Transportation (ACCESS) met on September 21-23, 2016 in Arlington, VA. In accordance with the Negotiated Rulemaking Act, 5 U.S.C. §561-570, and the Federal Advisory Committee Act (FACA), 5 U.S.C. App.2, the meeting was open to the public. Richard Parker, Facilitator, called the meeting to order at 9:00 a.m. on Wednesday, September 21, 2016. The list of individuals attending the meeting is provided by **Attachment 1**. The agenda for the meeting is attached hereto as **Attachment 2**.

Committee Action

After welcoming remarks by the facilitator, Richard Parker, and the Department of Transportation Designated Federal Officer, Blane Workie, the proceedings commenced with a meeting of the In-flight Entertainment and In-flight Communication Subcommittee.

*In-Flight Entertainment and In-Flight Communications Subcommittee.*

Discussion began with the IFE hardware regulatory negotiation. Blane Workie, Department of Transportation, opened with an overview of the Department's proposal on IFE/IFComm. The proposal's timeline focused on when users would have access to the IFE systems being introduced, not the order dates. Timelines for different IFE systems were developed by looking at what is currently happening and what is possible in mind. The issue of portable electronic devices (PEDs) was a concern for airline representatives and that brought about a short discussion of the difference of having a carrier supplied PED system versus passenger supplied PEDs. Another point of contention between the Department and the airline's proposals was the timeline for the roll out of a PED program. The Committee as a whole agreed that fraud would be a concern in terms of inventory theft and several means of preventing fraud were discussed, such as forfeiting credit cards and having a deposit on the PED.

The Committee broke to caucus and discuss another section of the Department's proposal concerning accessible hardware and content issues. The airline industry and advocacy groups met over lunch to discuss the timelines for introducing accessible IFE systems and the cutoff dates for outdated inaccessible systems. Airline representatives argued that there would have to be at least a three-year lead time for making any proposed fleet wide software changes. There are some systems still in circulation that would have to be removed entirely to allow for captioning.

The Committee reconvened after lunch to discuss the IFE issues with the committee as a whole. After some discussion the group developed an outline for a new standard seatback IFE system, which must be capable of delivering subtitles, including bitmap captions, multiple soundtrack selections, audio descriptions, and must support caption-customization to the standard of current FCC regulations. The Department's proposal focused on implementing this regulation toward new IFE systems being introduced on new aircraft.

The Committee broke to discuss timelines for rolling out this equipment once again and reconvened at the end of the day to review the progress of the day.

*Accessible Lavatories Subcommittee.*

The Committee began the second day of discussions with the Lavatories Subcommittee. Discussions started with a negotiation of tier one. The group discussed the current state of lavatories across the airline

industry and how it is projected to change in the near future trending in the way of accessibility and the possible steps that could be taken to hasten that process. The Committee broke once again to caucus and returned to discuss tier two issues. There was a general consensus within the Committee to focus on defining clearly what can be done about tier one and tier three, with the understanding that tier three does not necessarily embody a fuselage geometry change, but it does allow for seated and independent transfers. The industry introduced what would be included in their proposal:

- Training for flight attendants on how to properly assist passengers with wheelchairs
- Enhance lavatories with additional features to make a transfer easier
- Contain a fully accessible lavatory (tier 3)

The group broke and returned to the conversation of tier two options. The advocate groups presented a straw proposal request for tier one:

- Training of flight attendants on how to properly assist passengers with wheelchairs
- Electronic communication, oral, or a handout upon request of information that is necessary

The negotiation ended with three added components:

1. Onboard lavatory accessible features
2. Possible changes made to onboard aisle chair
3. Removing of the international handicap symbol from lavatories that are not in fact accessible

The Department of Transportation presented their proposal on the lavatory subcommittee and the timelines for introducing accessible lavatories and the group ended the day with a follow-up memo to be produced and distributed to the committee before the next plenary.

#### *Service Animals Subcommittee.*

The final day of the meeting began with the service animal subcommittee. The committee immediately broke up into groups to caucus.

The Committee reconvened to discuss the definition of a service animal. Many around the table agreed that there is an issue with the current DOT definition of a service animal as it includes emotional support animals. Airline industry representatives have requested that emotional support animals not be included at all in the definition and advocacy organizations are divided on this issue. Advocacy group suggested that they be defined under another category and change the definition of a service animal to be based on of the training that the animal receives, not the disability type that the animal serves. The broke to caucus on this issue and finished the remained of the day working through these issues as well as the issue of carriage of the animals during the flight.

## ATTACHMENT 1

ACCESS Committee Fifth Plenary Meeting  
Attendance List

Committee Members	DOT and Other Governmental Representatives
Michelle Albert, Boeing	Stephanie Berger, U.S. Department of Justice
Zainab Alkebsi, National Association of the Deaf	Catherine Burnett, Federal Aviation Administration
Mary Barnicle, United Airlines	Livagh Chapman, USDOT
Kelly Buckland, National Council on Independent Living	Susan Clark, Canadian Transportation Agency
Curt Decker, National Disability Rights Network	Robert Gorman, USDOT
Parnell Diggs, National Federation of the Blind	Anne Hammond, USDOT
Geoff Freed, WGBH/National Center for Accessible Media	Maegan Johnson, USDOT
Brian Friedman, JetBlue	Karia Sohum, USDOT
Lise Hamlin, Hearing Loss Association of America	Jill Laptosky, USDOT
Dr. Katharine Hunter-Zaworski, Oregon State University	Vinh Nguyen, USDOT
Candace Kolander, Association of Flight Attendants	Ray Samara, USDOT
Doug Lavin, International Air Transport Association	Steven Winters, Canadian Transportation Agency
Russ Lemieux, Airline Passenger Experience Association	<b>Other Attendees</b>
Lorne Mackenzie, WestJet Airlines	Marcia Alden, Paws Global
David Martin, Delta Airlines	Heather Ainsley, Paralyzed Veterans of America
Neil Fried (Alternate), Motion Picture Association of America	Patrick Ashton, United Airlines
Bradley Morris, Psychiatric Service Dog Partners	Tristan Atwood, Holland & Knight LLP
Lee Page, Paralyzed Veterans of America	Jennifer Bazer
Richard Parker, Facilitator	Michael Block, Bombardier Aerospace
Deborah Lynn Price, Frontier Airlines	Bill Botten, US Access Board
Roser Roca-Toha, Airbus	Alec Bramlet, American Airlines
Alicia Smith, National Alliance on Mental Illness	Scott Braun, United Airlines
Jenine Stanley, Guide Dog Foundation for the Blind	Michael Childers, APEX
Tony Stevens, American Council of the Blind	Andrew Csantos, Paws Global
Blane Workie, Department of Transportation	Jerome Davis, Econometrica
Michelle Albert, Boeing	Gregg Fesenmyer, American Airlines
Zainab Alkebsi, National Association of the Deaf	Kristen Foster, Hawaiian Airlines
	Joan Gabel, Air France
	Rob Grant, Bombardier Aerospace
	Jason Haag, American Humane Society
	Chad Helfin, IATA
	Kristen Jenkins, Omni Air International
	Kathy Kennedy,
	Stephanie Lanza-Efthimiou, JetBlue Airways
	Eric Lauzon, Air Canada
	Alicia Leahy, MPAA

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	Heather Lenahen, Spirit Airlines
	Maren Matal, Southwest Airlines
	Veronica Morris, Psychiatric Service Dog Partners
	Jodie Moxley
	David Nelson, Amtrak
	Jennifer Nowak, Holland & Knight LLP
	Kathy O'Shea, Virginia Atlantic Airways
	Ray Prentice, Alaskan Airlines
	Stephen Prettyman, Airbus
	Patrick Quayle, American Airlines
	Laura Rodgers, JetBlue Airways
	Howard Rosenbloom, National Association of the Deaf
	David Semanchik, Airline Pilots Association
	Kenneth Shiatoni, National Disability Rights Network
	Mark Smith, American Airlines
	Ainsley Stelling, Southwest Airlines
	Dallas Thomas, Southwest Airlines
	Jim Thumpston, Zuckert Scoutt Rasenberger
	Chris Walker, Delta Airlines
	Tracey Weidner, Sun Country Airlines
	Jamie Willard, Southwest Airlines

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**ATTACHMENT 2**

**Agenda for Fifth Plenary Meeting  
Wednesday – Friday, September 21-23, 2016  
Ritz Carlton, Pentagon City  
1250 Hayes Street  
Arlington, VA 22202  
*Business Casual***

**Wednesday, Sept. 21 9:00 AM – 6:00 PM**

- 09:00 – 09:15 AM** Call to Order, Introductions, General Announcements  
Richard Parker, Facilitator, ACCESS Committee  
Blane Workie, Designated Federal Officer (DFO), ACCESS Committee
- 09:15 – 10:30 AM** IFE regulatory negotiation (IFE Hardware and Content Issues)
- 10:30 – 10:45 AM** **Break**
- 10:45 – 12:30 AM** Discussion of Advocate and Industry Positions on IFE (cont'd)
- 12:30 – 02:00 PM** **Lunch**  
■ Interest group/leadership caucuses to be scheduled as needed
- 02:00 – 04:00 PM** IFE regulatory negotiation
- 04:00 – 04:15 PM** **Break**
- 04:15 – 06:00 PM** IFE regulatory negotiation (cont'd). Short presentation on interface accessibility (Parnell Diggs). Short discussion of process going forward for dealing with cabin announcement and interface issues (no substance).

**Thursday, Sept. 22 9 AM – 6:00 PM**

- 09:00** Call to Order
- 09:00 – 10:30 AM** Lavatory regulatory negotiation (Tier 1)
- 10:30 – 10:45 AM** **Break**
- 10:45 – 12:30 PM** Lavatory regulatory negotiation (Tier 2)
- 12:30 – 02:00 PM** **Lunch**  
■ Interest group/leadership caucuses to be scheduled as needed
- 02:00 – 04:00 PM** Lavatory regulatory negotiation (Tier 2)(cont'd)
- 04:00 – 04:15 PM** **Break**

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**04:15- 06:00 PM**      Lavatory regulatory negotiation (Tier 2 and 3)

**Friday, Sept. 23**      **9 AM – 4:00 PM**

**09:00**      Call to Order

**09:00 – 10:30 AM**      Service animals regulatory negotiation (Three Main Issues)

**10:30 – 10:45 AM**      **Break**

**10:45 – 12:30 PM**      Service animals regulatory negotiation (Three Main Issues – cont'd)

**12:30 – 02:00 PM**      **Lunch**  
■ Interest group/leadership caucuses to be scheduled as needed

**02:00 – 4:00 PM**      Service animal regulatory negotiation (cont'd)

**4:00 PM**      **Adjourn**