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**Minutes**  
**Sixth Meeting of the DOT ACCESS Committee**  
**October 12-14, 2016**  
**Hilton Arlington Hotel, Arlington, VA**

The Department of Transportation’s Advisory Committee on Accessible Air Transportation (ACCESS) met on October 12-14, 2016 in Arlington, Virginia. 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, October 12, 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 short notice on the cessation of negotiations for the Service Animal Subcommittee. A vote was taken as to whether the committee had agreed to end discussions and claim no consensus on this issue. All committee members voted “yes” with the exception of two abstentions.

*Accessible Lavatories Subcommittee.*

The Subcommittee on Accessible Lavatories started the discussions with a review of the facilitator draft proposal. The Committee briefly reviewed the draft’s components and took a break to caucus about the related issues.

The Committee reconvened to negotiate the order and delivery timelines for introducing and the performance standards to set the standards for a lavatory to be considered accessible. Most of the Committee was in consensus about making performance standards directly relate to the 95% American male. The groups broke again to caucus amongst themselves for the remainder of the first day.

The second day of the plenary session began with a celebration of the 30<sup>th</sup> anniversary of the Air Carrier Access Act (ACAA) and a panel discussion regarding the progress that has been made since the ACAA passed.

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

The Committee began discussions with the IFE Subcommittee. The group discussions began with a review of the mediator’s draft proposal. The Committee focused on two main areas that still had some ambiguity in the course of discussions; namely, timeline and performance of IFE captions.

The Committee broke to caucus and returned to vote on the proposal on Accessible Lavatories.

Lavatory Proposal Votes:

- Yes Votes: 17
- No Votes: 3
- Abstentions: 1



## ATTACHMENT 1

ACCESS Committee Sixth Plenary Meeting  
Attendance List

Committee Members	DOT and Other Governmental Representatives
Michelle Albert, Boeing	Kathleen Blank-Riether, USDOT
Zainab Alkebsi, National Association of the Deaf	Catherine Burnett, Federal Aviation Administration
Mary Barnicle, United Airlines	Kris Campbell, Federal Aviation Administration
Kelly Buckland, National Council on Independent Living	Livaughn Chapman, USDOT
Curt Decker, National Disability Rights Network	Kevin Egan, Government Accountability Office
Parnell Diggs, National Federation of the Blind	Robert Gorman, USDOT
Paul Doell, National Air Carrier Association	Anne Hammond, USDOT
Geoff Freed, National Center for Accessible Media	Maegan Johnson, USDOT
Brian Friedman, JetBlue Airways	Jill Laptosky, USDOT
Lise Hamlin, Hearing Loss Association	Rosalind Lazarus, USDOT
Dr. Katherine Hunter-Zaworski, Oregon State University	Vinh Nguyen, USDOT
Candace Kolander, Association of Flight Attendants	Ray Samara, USDOT
Doug Lavin, International Air Transport Association	Robert Sigeel, Department of Justice
Lorne Mackenzie, WestJet Airlines	Norman Strickman, USDOT
David Martin, Delta Airlines	Steven Winters, Canadian Transportation Agency
Bradley Morris, Psychiatric Service Animals	<b>Other Attendees</b>
Larry Mullins, Lufthansa	Marcia Alden, Paws Global
Lee Page, Paralyzed Veterans of America	Heather Ainsley, Paralyzed Veterans of America
Richard Parker, Facilitator	Tristan Atwood, Holland & Knight
Deborah Price, Frontier Airlines	Michael Block, Bombardier
Roser Roca-Toha, Airbus	Bill Botten, US Access Board
Jenine Stanley, Guide Dog Foundation	Alec Bramlet, American Airlines
Anthony Stevens, American Council of the Blind	Kenneth Cannon, Econometrica
Jennifer Sunderman, Regional Airline Association	Dave Capozzi, US Access Board
Blane Workie, USDOT	Tung Chan, Hawaiian Airlines
	Michael Childers, APEX
	Mario Damiani, US Access Board
	Jerome Davis, Econometrica
	Tom Depasquale, Paws Global
	Jennifer Dexter, Easter Seals
	Karen Erazo, Sun Country Airlines
	Chad Helfin, IATA
	Leslie Horton, IACP
	Kristen Jenkins, Omni Air International
	Kathy Kennedy, JetBlue Airlines
	John Kloosterman, United Airlines

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	Alecia Leahy, MPAA
	Jana Leonard, Allegiant Air
	Maren Matal, Southwest Airlines
	Matt Mazonkey, Airbus
	Sofie Miller, George Washington University
	Veronica Morris, Psychiatric Service Dog Partners
	Jodie Moxley
	Kavaragu Mtambuzi, Virgin America
	Doug Mullen, Airlines for America
	David Nelson, Amtrak
	Jennifer Nowak, Holland & Knight LLP
	Michael Planey, HM Planey Consultants
	Ray Prentice, Alaska Airlines
	Stephen Prettyman, Airbus
	Patrick Quayle, American Airlines
	Katy Rosseland, Open Doors Organization
	Evelyn Sahr, Eckert Seamans Cherin & Mellott, LLC
	Ralf Schliwa, Airbus
	Robert Schwarz, Greyhound
	Kenneth Shiotani, National Disability Rights Network (NDRN)
	Mark Smith, American Airlines
	Kristin Stephenson, Muscular Dystrophy Association
	Dallas Thomas, Southwest Airlines
	Jim Thumpston, Zuckert Scoutt Rasenberger
	Chris Walker, Delta Airlines
	Laura Weidner, National MS Society
	Jamie Willard, Southwest Airlines

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**ATTACHMENT 2**

**Agenda for Sixth Plenary Meeting**  
**Wednesday – Friday, October 12-14, 2016**  
**Hilton Hotel**  
**950 N. Stafford Street**  
**Arlington, VA 22203**  
*Business Casual*

**Wednesday, Oct 12 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** *Regulatory Negotiation - Accessible Lavatories*  
*Working Document: P6.Lav.Facilitator Draft Term Sheet.v8*  
*Order of Discussion for day:*
1. *Definition of “Tier 3” (See Facilitator Draft Term Sheet “Lav TS”)*
  2. *Retrofit Paragraph (Lav TS para. 3)*
  3. *Level of Detail for Performance Spec. for Tier 3 (compare industry to advocate proposals in Lav TS para. 7)*
  4. *Compliance Determination Protocol (Lav TS para. 7)*
  5. *On-board Wheelchair Process (fleshing out Lav TS para. 4)*
    - a. *Composition of Group*
    - b. *Process to be followed*
    - c. *Criteria for Evaluation of over-the-toilet design*
    - d. *Timeline for process*
  6. *Resolution of Tier 1 Issues (report of Tier 1 drafting group)(Lav TS paras 2 and, as applicable, 6)*
- 10:30 – 10:45 AM** **Break**
- 10:45 – 12:30 AM** *Regulatory Negotiation – Accessible Lavatories (cont’d)*
- 12:30 – 02:00 PM** **Lunch**  
 ■ *Interest group/leadership caucuses to be scheduled as needed*
- 02:00 – 04:00 PM** *Regulatory Negotiation - Accessible Lavatories (con’td)*
- 04:00 – 04:15 PM** **Break**
- 04:15 – 06:00 PM** *Regulatory Negotiation and Vote - Accessible Lavatories*
- Thursday, Oct. 13 9:00 AM – 6:00 PM**
- 09:00** *Call to Order*
- 09:00 – 11:00 AM** *ACAA Celebration*

- 11:00 – 12:30 PM** IFE regulatory negotiation  
*Working Document: P6.IFE.Facilitator Draft.P5 Markup.Clean*  
*Supporting documents: P6.IFE.Responses to Action Items*  
*Note: Additional doc on FCC jurisdiction is forthcoming from DOT*
- 12:30 – 02:00 PM** **Lunch**  
■ Interest group/leadership caucuses to be scheduled as needed
- 02:00 – 04:00 PM** IFE regulatory negotiation (cont'd)
- 04:00 – 04:15 PM** Break
- 04:15- 06:00 PM** IFE regulatory negotiation (cont'd)
- Friday, Oct. 14** **9:00 AM – 4:00 PM**
- 09:00** *Call to Order*
- 09:00 – 10:30 AM** IFE regulatory negotiation (cont'd)
- 10:30 – 10:45 AM** *Break*
- 10:45 – 12:30 PM** IFE regulatory negotiation (cont'd)
- 12:30 – 02:00 PM** **Lunch**  
■ Interest group/leadership caucuses to be scheduled as needed  
■ *Meeting of IFE interface group*
- 02:00 – 4:00 PM** IFE regulatory negotiation and straw vote (Round 1 issues)
- 4:00 PM** *Adjourn*