

ACCESSIBLE TRANSPORTATION ADVISORY COMMITTEE

Video/Conference Call (**TEAMS**)

Minutes (UNAPPROVED)

For December 12, 2022 3:30-5pm

1	<p>Call to Order Meeting was called to order at 3:35pm</p>		Chair
2	<p>Confirmation of Quorum Committee members present : K. Highsted, M. Kang, D. Monsour (Chair), S. Jennings (Vice-Chair) and I. Sommerville BC Transit Staff: K. Armstrong</p>	Confirmed	Chair
3	<p>Approval of the Agenda Moved by S. Jennings and Seconded by I. Sommerville to approve agenda. Motion Carried.</p>	Approved	Chair
4	<p>Approval of Minutes from November 21, 2022 Moved by K. Highsted and Seconded by M. Kang to approve minutes. Motion Carried.</p>	Approved	Chair
5	<p>Chair’s Remarks - No remarks</p>	For Info	Chair
6	<p>Action Items from Previous Meeting</p>		
	<ul style="list-style-type: none"> - K. Armstrong to research how other Transit systems recruit new members to similar committees (IN PROGRESS - Carried Forward from 2022 JUL 21 meeting) <ul style="list-style-type: none"> ▪ Committee Member S. Jennings volunteered to assist with research of other committees with accessible mandates (IN PROGRESS – Carried Forward from 2022 OCT 03 meeting) - K. Armstrong to contact Volunteer Victoria about BC Transit becoming an associate member <ul style="list-style-type: none"> ○ K. Armstrong reported that Volunteer Victoria agreed to provide support to BC Transit for the purposes of recruiting new ATAC members at no cost ○ ATAC members shared their appreciation for this opportunity ○ K. Armstrong will contact Volunteer Victoria to confirm and set up support for January 2023 	For Info	Chair

	<ul style="list-style-type: none"> - K. Armstrong to confirm if new Electronic Fare system will have debit/credit card “tap” capabilities <ul style="list-style-type: none"> o K. Armstrong confirmed that new Electronic Fare system will provide for “tap” capabilities on new smart card, debit/credit cards and phones 		
7	Standing Item		
	<p>handyDART Report</p> <ul style="list-style-type: none"> - Representative from handyDART was not available to attend meeting - Committee members shared their disappointment that no one from handyDART was in attendance and suggested that if GM is unavailable then Asst GM or another member of team could attend - Committee members advised that handyDART is an important service to the communities that ATAC supports and represents so having them participate in our meetings is very valuable 	For Info	
8	New Business		
	<p>Verbal report on Committee Member Recruitment</p> <ul style="list-style-type: none"> - S. Jennings reported that they have started research into the recruitment strategies of some local government committees with accessibility as their mandate - S. Jennings plans on providing a written report to the Committee at the next meeting - K. Armstrong reported that the accessible committee with Translink has also been challenged with recruitment of new committee members, but relies on their local government partners to assist with appointments - Discussion about committee member recruitment was held and highlights of discussion included: <ul style="list-style-type: none"> o Send promotional material to high schools (resource centers) to recruit youth representatives o Create a FAQ video about the work of ATAC for posting on the BCT website <ul style="list-style-type: none"> ▪ ACTION: K. Armstrong to ask BCT Marketing if this could be created and if so, then what would the approximate time frame be for development 	For Info	S. Jennings (Committee Member) and K. Armstrong (BCT Staff)

	<ul style="list-style-type: none"> ○ Recruitment of new members for other committees that ATAC members are involved in appears to be down approximately 25% since COVID ○ Host an open house that could possibly coincide with an event that features the new contractor for the Travel Training program <ul style="list-style-type: none"> ▪ ACTION: K. Armstrong to contact the Custom Transit Manager and get an update on the new Travel Training contract and whether or not this could be possible <p>Other Business</p> <ul style="list-style-type: none"> - Committee members shared they would like to see more participation and involvement in ATAC from other BC Transit Departments and the VRTC <ul style="list-style-type: none"> ○ Committee members would like to have presentations from Marketing and Training Departments in 2023 ○ Committee members encourage the new VRTC to appoint one of their members to attend ATAC meetings 		
9	<p>Review of New Action Items from current meeting</p> <ul style="list-style-type: none"> - K. Armstrong to ask BCT Marketing if this could be created and if so, then when. - K. Armstrong to contact the Custom Transit Manager and get an update on the new Travel Training contract and whether a joint event would be supported 	For Info and Follow Up	
10	<p>Adjournment</p> <p>Moved by I. Sommerville and Seconded by S. Jennings to adjourn meeting. Motion Carried.</p> <p>Next Meeting: 2023 MARCH 20</p>		