

ACCESSIBLE TRANSPORTATION ADVISORY COMMITTEE

Video/Conference Call (**TEAMS**), 520 Gorge Road East

Minutes (Unapproved)

For Meeting Scheduled July 21, 2022 3:30-5:00pm

In attendance: D. Monsour (Chair), S. Jennings, I. Sommerville, M. Kang, Kelli-Ann Armstrong (BCT Staff Liaison)

Regrets: K. Highsted

1	Call to Order		Chair
2	Confirmation of Quorum (3 Committee Members) <u>4 voting members:</u> D. Monsour, S. Jennings, I Sommerville, and M. Kang		Chair
3	Approval of the Agenda The following ADDITIONS to New Business were included and approved by the Committee: E. Management Representation and ATAC's Role and Effectiveness	Approved	Chair
4	Approval of Minutes from December 10, 2021 Motion: I. Sommerville 2 nd : S. Jennings - Carried	Approved	Chair
5	Chair's Remarks Welcome back to returning Committee Members and a welcome to member M. Kang now joining the Committee as a full voting member.		Chair
6	Business Arising from Previous Meeting		
	A. Encourage appointed VRTC ATAC liaison to attend Committee meetings <ul style="list-style-type: none">○ MOTION: ATAC Chair will send a letter on behalf of ATAC welcoming VRTC ATAC liaison to attend ATAC○ UPDATE: Chair Monsour informed the Committee that he completed this task in December 2021.○ ACTION: K. Armstrong will confirm if VRTC received letter and if not received will then make arrangements with Chair for another letter to be sent B. Meeting with BC Transit Marketing and Communications Staff to be scheduled <ul style="list-style-type: none">○ To be discussed as part of Item D. under New Business	For Info and Action	Chair

7	New Business		
	<p>A. Update on Committee Member involvement to BC Transit Projects (Electronic Fare Box and Articulating Stanchion)</p> <ul style="list-style-type: none"> - Committee Members Jennings and Sommerville represented ATAC in BC Transit's Electronic Fare Box project in January and July 2022. They provided feedback to the Project Team about the proposed product from the perspective of persons with disabilities. The Project Team was very appreciative of their time and of the information they shared. - In March, Committee Members Kang and Monsour represented ATAC in BC Transit's project to install new articulating stanchions in a series of buses to provide support and security for customers in wheelchairs. - Committee discussed how the environment of participating in feedback opportunities for people with disabilities could be improved. Suggested to invite BC Transit Project Managers to an upcoming ATAC meeting to learn more about what would be helpful for people with disabilities when invited to these sessions. - <p>B. Update from June 14, 2022 VRTS Meeting</p> <ul style="list-style-type: none"> - Victoria Operations report from June 14, 2022 VRTS Meeting was reviewed <p>C. Update on Committee Member Recruitment</p> <ul style="list-style-type: none"> - ATAC Staff Liaison K. Armstrong reviewed actions taken to recruit new members to Committee - Committee members shared concern of not enough applicants and Committee members <p>Chair asked K. Armstrong to research how other Transit systems recruit new members to similar committees</p> <p>D. Planning of meetings for 2022</p> <ul style="list-style-type: none"> - Dates and times of upcoming meetings <ul style="list-style-type: none"> o Committee agreed on following schedule for 2022 ATAC meetings: September 19, October 17, November 21 and December 12 o 3:30-5:00pm - Are committee members willing to start meeting in person again? YES - as long as PHO guidelines are supportive, Committee Members will be able to attend in person or virtually (TEAMS) 	<p>For Info</p> <p>For Info</p> <p>For Info and Feedback</p> <p>For Info and Discussion</p>	<p></p> <p>Kelli-Ann Armstrong, ATAC Staff Liaison</p> <p>Kelli-Ann Armstrong, ATAC Staff Liaison</p> <p>Kelli-Ann Armstrong, ATAC Staff Liaison and Chair</p>

	<ul style="list-style-type: none"> - The Committee suggested presentations from and opportunities to provide feedback to the following BC Transit/VRTS Departments: <ul style="list-style-type: none"> o Marketing and Communications o Bus Stops – review of accessible standards and how is it decided that a bus stop will be accessible or not o Project Managers – how to organize project feedback sessions for persons with disabilities o Training - What training do Operators receive concerning assisting persons with disabilities? <p>E. Management Representation and ATAC’s Role and Effectiveness</p> <ul style="list-style-type: none"> - S. Jennings shared her disappointment that there were not more BC Transit management reps in attendance at ATAC meetings. - Committee member Jennings shared that over time the involvement and support of ATAC from Management appears to have declined, and the VRTC liaison also no longer attends - Committee member Jennings also shared her disappointment that no one from HandyDART was in attendance today - ATAC Staff Liaison K. Armstrong advised the Committee that not having a HandyDART representative was a personal oversight and apologized to the Committee for not having a rep from HandyDART in attendance - Committee members agreed that they are feeling the role and importance of ATAC has diminished over time and they would appreciate feeling more effective - M. Kang suggested that since ATAC has accomplished so much over time, that a reduction in “action items” is a natural progression - ATAC Staff Liaison K. Armstrong advised Committee members to review the ATAC Charter for direction and guidance 	For Discussion	
8	<p>Review of New Action Items from current meeting</p> <ul style="list-style-type: none"> - K. Armstrong will confirm if VRTC received letter and if not received will then make arrangements with Chair for another letter to be sent - K. Armstrong to inform Committee Member Highsted of upcoming meeting dates - K. Armstrong to research how other Transit systems recruit new members to similar committees 	For Info	Kelli-Ann
9	<p>Adjournment</p> <p>Motion: I. Sommerville 2nd: M. Kang - Carried</p>		