

CIO Section 508 Taskforce Meeting

January 13, 2009

Chair, Quentis Scott

Attendees:

Dan Perkins
Terry Weaver
Mark Buchko
Lorraine Cornish
Gladys Poindexter

Adam Csillag
Andrea Corwin
Barbara Holzworth
Dan Lawless
Sheila Bumpers
Lorraine Cornish

Minutes of the Meeting

Quentis Scott reviewed the WG Charter and discussed roles and responsibilities. Quentis went over the basic elements of the Section 508 Strategic Plan and stated that it has been submitted to Dennis Papula and Mike Seckar. Once the 508 Strategic Plan has been approved, Quentis will post it to the WG List Serve for comments.

Quentis Scott sent Loraine Cornish the information that we want posted on Insite.gov.

Quentis Scott said that we will need to coordinate with Terry Weaver and see how we can merge her information with ours, so there are not Section 508 links all over the place. Mark Buchko said to make sure to include Luis Medina and Helen Hansen when looking at this information.

Quentis Scott reviewed the communications channels in place:

- WG List Serve (CIO508WG@listserv.gsa.gov) Information on listserv use was sent to members of the WG. All WG members were added to the List Serve. Discussed the purpose of the List Serve and she encouraged people to post questions, comments, concerns, etc to it for member feedback.

Quentis Scott said that we have 18 members participating in the Section 508 Working Group (WG). No additional members are needed. If email addresses change, please contact Quentis so she can make the change in the listserv.



- Section 508 Assistance E-Mail Address at CIO508Help@gsa.gov
- Section 508 Phone Number Assistance Line 202-208-0799

Terry weaver is working on a draft accessibility statement which can be used on GSA websites.

Mark Buchko reported on his research of the HiSoftware Section 508 Testing Tool Software ACC Monitor and ACC Verify. Tools can be used to test websites for 508 compliance. Tools purchased in advance for testing of unlimited GSA entities and CIO currently has license to support. ACC Monitor will no longer be supported by HiSoftware after this year. ACC Verify single user cost \$1,491. HiSoftware moving to Compliance Sheriff software, which bundles the capability of 508 testing. Decisions to be made include what funding CIO has to support an enterprise tool version, the cost of the software, CIO funding, who will have access to the tool, server support, etc. Mark Buchko will be reviewing other tools also, such as DEQUE. Tools are much of the same in terms of tool functionality. Quantis reviewed ACCENTURE software, but DeQue and HiSoftware are basically front liners, offering the most capability and functionality of the 508 tools.

Mark said the ACC Verify tool only looks at web content, and although he finds this tool useful, it is lacking in common sense verbiage for the reports. Mark said ACC Verify and ACC Repair are in a sense children of ACC Monitor. Quantis Scott would like to keep ACC Monitor and ACC Verify to use in the testing suite once that is setup.

Mark Buchko proposed that we do a virtual web training session with HiSoftware on ACC Monitor, for web developers, and a course on ACC Verify.

Quantis reminds the group that source documents made accessible will be compliant when converted to alternate formats (ie. Word to PDF).

Quantis Scott said that we will soon be providing tools and posting guidance on Insite for making the following document formats accessible:

- MS Word
- MS Excel
- MS PowerPoint
- PDF

Terry Weaver discussed a tool called Step 508, available through Section508.gov website, which can help developers track the progress of the accessibility of their site over time.



Terry Weaver refers to the Buy Accessible Wizard as the tool to obtain accessible IT products and services, to obtain the Voluntary Product Accessibility Template, and to obtain the correct 508 language to use in your IT acquisition documentation. Quentis confirmed that the CIO is working on guidance which includes use of the Buy Accessible Wizard tool and reports generated from that tool, to include in acquisition packages.

Dan Perkins reported on the status of the BPA Acquisition. He is working on the acquisition plan and Cost estimates to help with this process. Dan will be meeting with Contracting Officer Lydia Dawson to review final requirements for this procurement. Dan will provide an overview of the testing SOW to remind members of the working group on the vendor requirements for the procurement. This information will be posted to the listserv.

Terry is working on developing a policy document from her office, for use of Web 2.0 and social networking. Henry Chang also expressed interest in this subject at a previous meeting. Terry will share the policy after review from OGP and we might be able to use this information as an agency policy as well.

Progress Made - Program Work Completed:

1. CIO 508 WG Charter – finalized and submitted to IT Exec Steering Committee for final approval.
2. Help Line Communications in place.

Action Items

1. Terry Weaver working on draft accessibility statement.
2. Quentis and Dan on CIO policy and procedures documentation.
3. Mark Buchko looking at DEQUE solution for 508 compliance.
4. Dan Perkins to send WG members overview of the testing SOW via listserv.

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