

GSA-CIO 508 Task Force Meeting

March 17, 2009

Chair: Dan Perkins

Document creator: Dan Perkins

Quentis Scott – Absent

Attendees:

Dan Perkins
Dennis Papula
Michael Proul
Alex Koudry
Mark Buchko
Dan Lawless
Barbara Holzworth
Gladys Poindexter
Lorraine Cornish

Minutes of the Meeting:

Dennis Papula gave his updates and reinforced the importance of active participation from the Task Force members.

Dennis Papula stated that we will be sending out confirmation of Task Force membership. This will be done to make sure that we have the correct people represented on the Task Force.

Dennis Papula clarified that we need to have IT systems people represented on the Task Force.

Dennis Papula stated that he would like the Task Force to review the 508 Strategic Plan and to provide comments.

OCIO is charged to 1) revise existing GSA 508 Directive and 2) create a section 508 Handbook (more technical and process oriented). Work needs to support these large efforts.

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CIO Central Office, IT Policy and Compliance Division

Dan Perkins will send out the 508 Strategic Plan for review.

Luis Medina stated his desire to get some actual procedures generated.

Luis Medina tried to clarify his role on the Task Force.

Dennis Papula clarified his desire or vision of the role for the members of the Task Force and need for it to stay focused on its mission (avoid scope creep).

Mark Buchko went over the PowerPoint that he sent out to the Task Force members prior to the meeting. He apologized for the short time frame, but said that he was tweaking some of the slides.

Mark Buchko stated that he would like to set up some training in July to train people on the testing tool.

Mark Buchko would like more people to be trained on the tool, because we are paying for it.

Luis Medina commented on the process that Mark Buchko is doing.

Dennis Papula stated that he would like us to move these items forward.

Action Items:

Dan Perkins is tasked with finding out if the GSAM contain Section 508 information on planning procedures.

Dennis Papula wants Dan Perkins to send Luis Medina and Mark Buchko the information that he has on GSA's testing process.

Dennis Papula would like someone on the Task Force to assist Dan Perkins in the development of the testing protocol for the agency. Will discuss at next Task Force meeting.

Alex Koudry is going to send out the "Accessibility Statement" to the Task Force for review.

Dan Perkins requested that the members of the Task Force that have not commented on the "Checklists" developed by Lorraine Cornish, furnish their comments this week. These will be available for comment for one more week and then posted to insite.

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Dan Perkins will make sure that Alex Koudry gets added to the Task Force list serve.

Dan Perkins will send out the Section 508 Strategic Plan for review.

Dan Perkins is going to make sure that Alex Koudry is furnished with all of the Task Force items sent out to date.

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