

**SUMMARY OF DISCUSSIONS OF THE  
INFORMATION AND COMMUNICATION  
STANDARD DEVELOPMENT COMMITTEE  
9:00 A.M. – 11:00 A.M., THURSDAY, JUNE 29, 2017  
401 YORK AVENUE, NORQUAY BUILDING**

**Present:** Lisa Snider, Jeff Buhse, Doris Koop, Paul Knapp, Tanis Woodland, Chris Bohemier, Jim Hounslow Allen Mankewich, John Wyndels (DIO)

**Regrets:** None

Jim Hounslow and Chris Bohemier, who were absent for the first meeting, were introduced. All others re-introduced themselves.

The Chairperson has a thorough understanding of the Ontario Information and Communications standard, but was not directly involved in the development of the standard. She will be seeking to re-establish contacts within the Ontario Government to provide more information regarding the review of the Information and Communications Standard and work that the committee does moving forward.

There have been two independent reviews of the AODA; the Charles Beer Report in 2009 and the Mayo Moran report in 2014. The Moran report speaks specifically to the difficulties with the Information and Communications standard. Both reports will be circulated with the next correspondence.

One of the links forwarded by Lisa prior to last meeting is a Guide to the Integrated Standards in Ontario. That report provides some rationale on decisions made in regard to the Information and Communications standard.

We began our discussions of the Ontario standard at the very beginning with definitions.

Communication – What is meant by entity as in “,,interaction between two or more people or entities when information is provided, sent or received.” It can be a machine, AI, support person, etc. Entity is obviously meant for broad application. It was left in the deliberation stage at this point.

Conversion ready – A document that has tables may be conversion ready, but won't be accessible when converted. Or are we to assume when we say “conversion ready” that the document has already been vetted to ensure it is in an accessible format before conversion? It ultimately comes down to the source material. If it's a poor document that is not accessibly formatted, it will still be the poor inaccessible document after the conversion to an alternate format. Are audio cassettes still a used format? It is not necessary to list all accessible formats. Wording can be found to be inclusive or all encompassing without an exhaustive list. Do we want to say “...that facilitates conversion” instead of “...that assists conversion?”

Information – Is all information knowledge, data or facts? Why just “...formats such as text, audio, digital or images.” Perhaps format should be a separate definition. It was

agreed to put definitions in the parking lot for later discussion when we get to websites section of the standard.

Exceptions – There was agreement that Products and Products Labels is beyond the scope of this standard as products come from countries/markets/jurisdictions that we can't regulate.

The meeting was adjourned at 11:00 a.m. The next meeting of the committee is Thursday, July 13 at 9:30 a.m. at DXC Technology, 6<sup>th</sup> floor – 200 Graham Avenue.