**Committee on Accessible Transportation and Mobility**

**Research Sub-Committee ABE 60**

**Monday, January 12, 2015 10:15 am to 12:00 noon**

**Marriott Marquis, Supreme Counrt-M4 Washington, DC**

**Attendance**

Abhay Lidbe

Anabela Simoes, Co-Chair

Andrea Lubin

Annette Williams

Arfaraz Khambatta

Billie Louise (Beezy) Bentzen

C. Marie Maus

Carol Wright

Cecila Feeley

David Chia

Emmanuel Kofi Adanu

Frappier Alexis

James Marston

Joey Goldman

John Schoon

Jonathan Klein

Judy Shanley

Karen Wolf-Branigin, Co-Chair

Kate Hunter-Zaworski

Kate Toram

Lalita Sen

Lilian Salazar Diaz

Ling Suen

Michael Trepanier

Mohammed Yousef

Richard Shultze

Russell Thatcher

Steve Anderle

Sungyop Kim

Tom Ricket

Trevor Hanson

Uwe Rutenberg

1. **Call to Order**

The subcommittee meeting was called to order at 10:15 am by Co-Chair Anabela Simoes. Copies of the agenda, and attendance sign-in sheet and minutes from the 2014 meeting were distributed.

1. **Introduction of Members and Friends**

Members and friends introduced themselves.

1. **Review of Minutes 2014 meeting**

Subcommittee minutes were posted on the TRB website and distributed at the meeting. No changes were recommended and approval of the minutes was obtained.

1. **Paper Review Process**

The paper review process was explained and discussed. The following recommendations were discussed:

A. John Schoon and Richard Schultze recommended that many papers were worthy of publishing. Discussion: Some authors request that papers not be considered for publication through TRB, TRB has a limit on the number of papers each committee can recommend for publication, some authors are in the beginning stages of research and are not ready for publication. Aaron Steinfeld recommended that the committee establish standards for paper review and scoring. Campbell McKee recommended that practitioners also have much to contribute and standards set should be those that practitioners, and not only researchers, can meet.

B. Several members wanted clarification on how papers are selected for presentation and posters. Discussion: Members received information about the paper review scoring system, the number of papers the committee is permitted to select for podium sessions, how papers are reviewed, selected and assembled for coherent panel sessions

C. Vonu Thakuriah asked for clarification on how reviewers are selected. Discussion: Members received information about the committee’s database of reviewer transportation, population and other areas of expertise (and were encouraged to complete the list circulated during the meeting), that TRB required 3 reviewers per paper, that the committee assigned 6 reviewers per paper and the committee strives to assign reviewers no more than 3 papers each year.

D. Russell Thatcher addressed the issue of authors that do not respond to reviewer comments noting that these papers should not be recommended for publication.

H. Sungyop Kim noted that some papers are very good but the presentation is poor; and some papers are poor but the presentation is very good.

1. **2015 Podium Sessions, Workshops and Poster Sessions**

Information on podium sessions, workshops and poster sessions sponsored by ABE 60 was provided.

A. The group asked how the committee might make it known to potential authors about our interest in seeing quality papers submitted to TRB. We identified placing something in TRB E-News is one option.

B. Members discussed sharing information via the TRB website <http://www.trbaccessmobility.org> and/or via conference calls.

C. Judy Shanley recommended the committee use an evaluation for the sessions we sponsor. Another member asked if TRB had such a process and no one knew of any current process. The committee agreed the committee will field-test a session evaluation form at TRB 2016. The committee agreed a session evaluation will provide feedback to presenters, assist the committee in measuring the quality of the sessions, identify future session topics and identify individuals with poor presentation skills (that will be carefully considered if they submit future papers for TRB presentation). The committee will share the results of the field test TRB who may be interested in creating evaluations for all podium sessions in the future.

D. It was recommended that posters be posted on the committee website prior to the TRB annual meeting so people using screen reader software can view them prior to the meeting.

E. Marie Maus recommended the committee provide a primer *on how to deliver an accessible presentation* to presenters, direct them to follow standards. Members discussed how moderators could support presenters to adhere to these standards. Members also discussed challenges that moderators might face if presenters do not adhere to the standards during their presentation. Mary Crass and C. Marie Maus have materials they will share with the committee.

F. Russell Thatcher reported that 2015 TRB ABE 60 poster presenters received recommendations on how to create an accessible poster presentation. Author Cecelia Feely reported that she followed the recommendations and was pleased with the results. Russell will share these recommendations with TRB and invite them to consider piloting them for 2016. Ling Suen noted that some people are interested in using video as part of their presentation, that the videos may not be accessible and that TRB doe not permit the use of video.

1. **Report on Committee Research Coordinator Activities**

The Committee Research Coordinators (CRC) activity continues with the initiative Back to Basics: Fostering and nurturing TRB committees’ contributions to transportation research. Through the CRC and the CRC Council, this initiative helps committees identify, formulate, prioritize, and promote research needs and the conduct of research, turning research needs into results.

The CRC published its Resources Quick Guide, which represents an important help to writing RNS; its website provides information about running and finalized projects, as well as successful practices.

The last CRC workshop aimed at discussing and gathering input on the role of the CRC and CRC Council activities and accomplishments, website resources, the TRB Research Needs Statement Database, and 2015 CRC Council Goals.

The following presentations have been delivered at the CRC workshop on January 11, 2015.

* [Role of CRC and Council; Committee Presentation Template Review](http://onlinepubs.trb.org/onlinepubs/dva/crc/workshops/Shalkowski_presentation_AM2015.pdf)  
          Joseph S. Shalkowski, Atkins North America, Inc.
* [Website Resources](http://onlinepubs.trb.org/onlinepubs/dva/crc/workshops/Heymsfield_presentation_AM2015.pdf)  
          Ernest Heymsfield, University of Arkansas, Fayetteville
* [TRB Research Needs Statements Database](http://onlinepubs.trb.org/onlinepubs/dva/crc/workshops/DeCarmine_presentation_AM2015.pdf)  
          Michael DeCarmine, Transportation Research Board
* [Review of Activities and Accomplishments](http://onlinepubs.trb.org/onlinepubs/dva/crc/workshops/Conklin_presentation_AM2015.pdf)  
          Joana Conklin, Montgomery County Department of Transportation
* [Review of 2014 Goals and Introduction of 2015 Goals](http://onlinepubs.trb.org/onlinepubs/dva/crc/workshops/Geary_presentation_AM2015.pdf)  
           Georgene Geary, GGfGA Engineering, LLC

The CRC goals for 2015 are:

* Continue to Communicate, Communicate, Communicate!
* Mentoring
* Facilitate Coordination
* Support CRCs by listening to you

1. **2015 Research Needs Statements (RNS)**

The subcommittee had a robust discussion on the best process for developing RNS. The discussion included:

* Anabela Simoes recommended creating a task force for developing RNS and discussing them with other committees
* Russell Thatcher recommended we ask for volunteers to identify other committees for joint writing assignments and co-sponsorship
* Beezy Bentzen shared that prior to the TRB annual meeting she lists her ideas, shares them with various committees during the meeting and tries to obtain support from them for co-sponsorship.
* Karen Wolf-Branigin reported that the TRB RNS Review Committee values statements endorsed by more than one committee
* Russell Thatcher noted that join sponsorship produces results. He also noted that committees often submit 2-3 statements per year.
* Ling Suen commented that Beezy’s method is impressive and our committee should adopt this method. She recommend that the

1. Beezy Bentzen recommended that RNS developed by committee members be posted on the committee website. She noted that as topics arise, the committee should identify other committees that may have a shared interest. Then, liaisons (people serving on interested committees) should open a dialogue between the two (or more) committees to determine if they are interested in co-sponsoring podium sessions or workshops.
2. Members agreed that asking members (via email) to propose RNS and identify committees to invite to co-sponsor the statements prior to the TRB meeting is preferable.
3. Sungyop Kim recommended that the committee create a table with key information and due dates detailing RNS. Uwe Rutenberg noted that the subcommittee on technology has this and can be obtained from Aaron Steinfeld.
4. The following statements were proposed by committee members.
5. Beezy Bentzen proposed pedestrian signal information for pedestrians who have low vision or are blind
6. Beezy Bentzen proposed wayfinding information for older adults and people with disabilities in multi-modal transport facilities
7. John School proposed academic courses on accessible transport for transport planners and engineers
8. Joey Goldman and Trevor Hanson proposed strategies for regionalization of accessible transport services
9. Lalita Sen, Sungyop Kim, Richard Schultze and Trevor Hanson will meet to develop a statement based on a number of ideas expressed at the meeting

The following process will be used:

* Proposers will compose statements. Proposers are encouraged to contact other committees to see if they are interested in endorsing the statement
* Proposers will submit statements to Anabela Simoes later than:
  + Synthesis Study Topics
    - ACRP: September 1, 2015 (due October 1, 2015)
    - NCHRP: January 13, 2015 (due February 13, 2015)
    - TCRP: February 16, 2015 (due March 16, 2015)
  + Full Research Statements
    - ACRP: (due April 30, 2015)
    - NCHRP: (due October 15, 2015)
    - TCRP: May 1, 2015 (due June 1, 2015)
* Anabela Simoes will submit the statements to the committee chairs.
* Committee chairs will identify additional members with expertise to review the statements.
* Committee chairs will contact other committees to see if they are interested in endorsing the statement.
* Committee chairs will finalize the statements and submit them to TRB no later than the dates noted above

1. **TRB 2015 Workshop Topics**

The following topics for recommended for 2016 workshops and podium sessions:

1. Beezey Bentzen: Wayfinding in multi-modal transport facilities for older adults and people with disabilities
2. Mary Crass: Parking
3. **2015 William Bell Award**

Winners of the William Bell Award were shared. Congratulations to:

* Maryvonne Dejeammes
* Katharine M. Hunter-Zaworski
* Russell H. Thatcher

Appreciation was expressed to nominators and the selection committee and congratulations were given to winners. The awards will be officially recognized at the 14th International Conference on Mobility and Transport for Elderly and Disabled Persons, 28th – 31st July 2015 at Calouste Gulbenkian Foundation in Lisbon‚ Portugal. <http://www.transedconferences.com>

Ling Suen noted that TRB should be reminded to provide certificates that the committee will send to Rosário Macário.

1. **Other business**

Tom Rickert is interested in obtaining recommendations on where to obtain support for developing countries on accessible school bus transportation.

1. **Adjourn**

The meeting has been adjourned at 12:00 noon.