

**Governor's Council on Blindness and Visual Impairment (GCBVI)**  
**Assistive Technology (AT) Committee Meeting Minutes**  
May 15, 2019

**Members Present**

Bea Shapiro, Chair  
Sue LeHew  
Nathan Pullen  
Mark Nelson  
Terri Hedgpeth  
Ed Gervasoni

**Members Absent**

Jaime Trausch

**Staff Present**

Lindsey Powers

**Guests Present**

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**Call to Order and Introductions**

Bea Shapiro, Chair, called the meeting to order at 3:10 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made and a quorum was present.

**Approval of March 27, 2019 Meeting Minutes**

Nathan Pullen motioned to approve the March 27, 2019 meeting minutes. Terri Hedgpeth seconded the motion. The minutes were approved by unanimous voice vote.

**DES Migration to Google Discussion**

Bea Shapiro stated the Department of Economic Security (DES) would be migrating from Microsoft Office to Google on June 21, 2019. Ms. Shapiro inquired whether the committee would be interested in making recommendations to the GCBVI regarding new applications that could affect individuals with visual impairments. Sue LeHew stated that all products should be tested for accessibility prior to the purchase. Terri Hedgpeth stated that DES could have requested a Voluntary Product Accessibility Template (VPAT) from Google to test whether the product was accessible. Ms. Hedgpeth inquired whether all of DES would be migrating to Google.

Bea Shapiro stated that all state agencies would be migrating to Google, which included 38,000 users. Sue LeHew stated that the migration would likely be successful, although the state agencies should be encouraged to test all products for accessibility prior to purchasing them. Terri Hedgpeth stated that if an agency requested a VPAT that represented a product as accessible, and the product was not, the company would be in breach of contract. Sue LeHew stated that she reviewed a description for a different product, which indicated the product was mostly accessible. Ms. LeHew noted that most individuals in the Contracts Department did not know how to read the product descriptions and would not understand the barriers to accessibility. Terri Hedgpeth stated the purchasing staff at Arizona State University asked staff proficient in Assistive Technology (AT) to review the VPAT and to offer feedback. Bea Shapiro noted that all state agencies should comply with Section 508 and inquired whether the agencies could request that Google make their products more accessible to ensure that individuals could perform their jobs effectively. Terri Hedgpeth stated that Google was not bound to ensure that the products were "usable" but just accessible to individuals. Mark Nelson inquired whether ASU used Google Suite. Terri Hedgpeth stated that ASU staff had the option to use Google products such as Gmail and Google drive, but were not required to use Google exclusively. Bea Shapiro inquired whether the Arizona State Schools for the Deaf and Blind (ASDB) used Google. Ed Gervasoni stated the main campus used Google products such as Gmail and Google docs in the classrooms. Bea Shapiro inquired whether ASDB students used Chromebooks. Ed Gervasoni stated that students struggled to use Chromebooks and mostly used iPads and Braille Note Touch devices. Terri Hedgpeth stated that in her experience, Chromebooks were quite accessible.

Sue LeHew inquired whether the committee should encourage state agencies to follow best practices and consider whether individuals could perform certain tasks. Ms. LeHew inquired whether Google supported the use of fillable forms. Mark Nelson stated that Google docs were accessible, although he was unsure whether the product would support the use of fillable forms that had been created in Word. Terri Hedgpeth stated that Google forms were accessible. Sue LeHew inquired whether Google would support PDF forms. Terri Hedgpeth stated that Google forms were more consistent and accessible than PDF forms. Sue LeHew stated the difficulty in formatting the fields and navigating within PDF forms. Bea Shapiro inquired whether the AT Committee would like to make a recommendation to the Governor's Office that they consult the subject matter experts prior to purchasing new products. Lindsey Powers stated that any committee recommendations would need to be presented to the GCBVI Full Council for approval prior to submission to the Governor's Office.

## **VRATE Discussion**

Bea Shapiro stated that Dan Martinez contacted her regarding the AT Committee's presentation at the Vision Rehabilitation and Assistive Technology Expo (VRATE). Ms. Shapiro stated that she recommended the AT Committee provide a joint presentation with the Employment Committee and discuss worksite evaluations and job analysis. Nathan Pullen stated the Employment Committee would be willing to provide a joint presentation with the AT Committee regarding employment and AT. Bea Shapiro stated her understanding that Dan Martinez wanted a general outline of the committees' presentation. Lindsey Powers stated that Mr. Martinez would like the title, the names of the individuals presenting and the objectives of the presentation. Bea Shapiro inquired whether Mark Nelson would be willing to participate in a presentation at VRATE. Mark Nelson stated that he would participate in a presentation at VRATE, although he did not wish to lead the discussion. Terri Hedgpeth suggested that Mark Nelson, Bea Shapiro, Nathan Pullen, and Sue LeHew participate in a presentation regarding worksite evaluations. Bea Shapiro inquired regarding the title of the presentation. Sue LeHew suggested the presentation title be Worksite Assessments That Really Work. Bea Shapiro stated the presentation would be a tool to help employers and employees understand what was required to ensure a worksite was accessible. Terri Hedgpeth suggested the presentation title be Workplace Assessment Tool (WAT). The committee agreed with the suggested title. Terri Hedgpeth stated that a co-presentation between the two committees would be great. Bea Shapiro stated she would share the presentation outline with Dan Martinez and stated that she would request a morning presentation time. Sue LeHew stated the goals of the presentation could be the resources, protocols and equipment used to perform worksite assessments.

## **AT Trends**

Bea Shapiro stated the application that was \$100 used to scan documents had been replaced by a Voice Dream Scan application for \$6.00. Bea Shapiro stated she downloaded the application but had not used the application yet. Mark Nelson stated he had tried Voice Dream Reader but did not use the application regularly. Bea Shapiro stated she had not heard whether any new products would be demonstrated at the summer conventions. Bea Shapiro inquired whether the EIBraille had been released. Mark Nelson stated the EIBraille had not been released. Bea Shapiro stated the device was great, although she preferred to use a PC or a laptop with a Braille display. Mr. Nelson stated the QBraille had the standard display, a keyboard for input, the function keys and the arrow keys. Mark Nelson stated the device used the standard Perkins-style Braille keyboard with the

function and navigation keys of a standard keyboard. Bea Shapiro inquired whether the device used the same features as a Focus 40 Blue 5<sup>th</sup> Generation. Mark Nelson stated the device allowed the user to utilize 5 Bluetooth and 1 USB channels. He noted the device allowed an individual to use 2 channels, and the second channel was not one of the five channels. Sue LeHew stated that DES could use keyboards connected by USB. Bea Shapiro inquired whether QBraille came with a Perkins-style keyboard. Mark Nelson confirmed and stated a user could use a QWERTY keyboard through USB.

### **Agenda and Date for Next Meeting**

The next meeting of the Assistive Technology Committee was scheduled for June 12, 2019 from 3:00-4:30 pm in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- VRATE Discussion
- AT Trends
- AT Committee Collaboration with Education Committee

### **Announcements**

Terri Hedgpeth stated that due to work obligations and time constraints, she would be unable to participate on the VRATE Board. Bea Shapiro stated she would speak to the VRATE Board about possible participating part time.

Sue LeHew stated that she would send information regarding the Arizona Technology Access Program (AzTAP) Conference and asked that committee members distribute the information to their contacts.

### **Public Comment**

A call was made to the public with no comments forthcoming.

### **Adjournment of Meeting**

Mark Nelson motioned to adjourn the meeting. Terri Hedgpeth seconded the motion. The meeting was adjourned at 4:10 pm.