

*Access Advisory Committee to the Massachusetts  
Bay Transportation Authority*

*10 Park Plaza, Suite 2150, Boston, MA. 02116-3968*

*Voice: 617-973-7100, Fax: 617-973-8855, TDD:*

*617-973-7089, E-mail: AACT@ctps.org*

*Board of Directors Meeting Minutes*

*Wednesday, March 26, 2014*

***Board of Directors:***

Chairman - James F. White

Vice Chairman - Rick E. Morin

**Executive Board**

Mary Ann Murray

Ian Perrault

Beverly Ann Rock

Lisa Weber

## *Notables*

The AACT Executive Board will meet from 10 AM to noon and the Membership meeting will be conducted from 1:00 PM to 3 PM on the fourth Wednesday of the month, except when noted.

AACT has a page on the Boston Region Metropolitan Planning Organization's (MPO) website at [www.bostonmpo.org](http://www.bostonmpo.org); click on "Get Involved" then scroll down to "Access Advisory Committee to the MBTA." Links can be found there for the following items: agendas, upcoming meetings, past meeting minutes, the Memorandum of Understanding (MOU) between the MBTA and AACT, and the AACT bylaws, and ADA regulations. There are also links to the MPO's newsletter, *TRANSREPORT*, and information on accessibility at the MBTA. This page includes the contact information for the AACT Coordinator.

Comments and questions concerning AACT should be directed to the Chairman James F. White by contacting the AACT Coordinator, Ms. Janie Guion, at 617-973-7507 (voice); 617-973-7089 (TTY); 617-973-8855 (fax); [AACT@ctps.org](mailto:AACT@ctps.org) (email); or at c/o CTPS, 10 Park Plaza, Suite 2150, Boston, MA 02116 (mail).

The AACT meeting location is accessible to people with disabilities and is near public transportation. Upon request (preferably two weeks in advance of the meeting), every effort will be made to provide accommodations such as assistive listening devices, materials in accessible formats and in languages other than English, and interpreters in American Sign Language and other languages. Please contact the MPO staff at 617.973.7100 (voice), 617.973.7089 (TTY), 617.973.8855 (fax), or [publicinformation@ctps.org](mailto:publicinformation@ctps.org).

The MPO complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA) and other federal and state non-discrimination statutes and regulations in all programs and activities. The MPO does not discriminate on the basis of race, color, national origin, English proficiency, income, religious creed, ancestry, disability, age, gender, sexual orientation, gender identity or expression, or military service. Any person who believes herself/ himself or any specific class of persons has been subjected to discrimination prohibited by Title VI, ADA, or other non-discrimination statute or regulation may, herself/himself or via a representative, file a written complaint with the MPO. A complaint must be filed no later than 180 calendar days after the date on which the person believes the discrimination occurred. A complaint form and additional information can be obtained by contacting the MPO (see above) or at [www.bostonmpo.org](http://www.bostonmpo.org).

Members needing service information or wanting to inquire about MBTA services should do so through the MBTA Marketing and Communications Department at 617-222-3200 or 800-392-6100, TTY 617-222-5146, Monday through Friday 6:30 AM to 8:00 PM and Sat/Sun from 7:30 AM to 6:00 PM, or the MBTA website at [www.mbta.com/customer\\_support/feedback/](http://www.mbta.com/customer_support/feedback/).

*Please sign in at all meetings.*

Announcements are always welcome. Please be prepared to give as many details as possible: date, time, location, contact person, and phone number. A written notice is always appreciated.

*Meeting opened at 10:01 AM*

*Reading of the Agenda*

*Introductions*

***Attendees:***

**Board Members:**

Lisa Weber, James F. White, Rick E. Morin, Ian Perrault, Mary Ann Murray, and Beverly Ann Rock

**Other Interested Parties:**

Angela Manerson and Hang Lee

MBTA Staff: Benjamin Brooks

**MPO Staff:** Janie Guion and Pam Wolfe

**Approval of Minutes**

No minutes were presented.

***Chair's Report***

*The Chair stated the following:*

- He and Board Member Ian Perrault attended two training classes: one focused on paratransit passenger assistance training at Joint Venture and the other he MBTA's Charlestown

training facility regarding bus operator recertification training. Their participation made an impact that benefitted the operators. He thanked Ian Perrault for attending and giving bus operators a better awareness of people with visual impairments.

- Bus operators are allowed to escort passengers across busy intersections at their discretion.
- Board members were asked to make an effort to attend trainings and to participate.
- THE RIDE consumers were reminded of the importance of updating their personal profiles with the Office for Transportation Access when there is an address change, phone number change, change in mobility device, or an important life detail.
- He reminded members of the Government Center station closure.
- He participated in a meeting called by the MBTA Senior Executive Staff to discuss the upcoming fare increase beginning July 1.

### ***Open Meeting Law (OML) Review***

**Chairman White** noted that Pam Wolfe, Certification Activities Manager, the AACT contact on the Boston Metropolitan Planning Organization (MPO), at his request, is speaking with the AACT

Executive Board of Directors on the state's guide to the OML; he would like to make sure that he and the Board do not violate the OML.

**P. Wolfe** commented that she had consulted with the Attorney General's (AG's) office on this issue. She distributed a summary of the OML. She stated that the purpose of the OML is to make sure that a public body, such as the AACT Executive Board of Directors, conducts all their business and deliberation in a public session; that means any negotiation, discussion, and deliberation that leads to a decision needs to be held in an open session of that body. (Please see the attached.)

The Board also discussed issues of sharing information learned at meetings and procedures for Executive Session.

- Public bodies or a quorum of the body may not have a back-and-forth or give-and-take about draft documents over emails or the telephone or outside of a public meeting of the body.
- A public body can, at a public meeting:
  - decide it wants to write a letter or letters
  - decide on content
  - designate a person or people (not a quorum) to write and send the letters
  - or decide to discuss and approve it at a subsequent public meeting

**R. Morin** asked how information should be shared when participating in other meetings that are considered a “public body.” *P Wolfe* that she would check with her contact at the state’s Attorney General Office for guidance.

## ***Bylaws – Secretary/Clerk***

**Chairman White** stated that Pamela Wolfe sent a job description of the AACT Coordinator. The Secretary/Clerk position is an AACT Board committee position, not a staff position and most committees do not have an entity like the MPO supporting them. He is concerned that having an AACT Board Secretary/Clerk position, would compromise the support from the MPO. *MA Murray*, after much discussion, asked for support for a motion of Secretary/Clerk. She noted that the AACT Board of Directors is not respecting the bylaws; she then read Secretary/Clerk-Article V, Section 1. Duties, C.

*MA Murray* made a motion that the Board of Directors appoint a Secretary/Clerk as stated in the AACT Bylaws. The motion failed.

## ***Committee Member Volunteer Assignments***

*Chairman White* discussed the following:

- He asked for a volunteer to Chair the forum on transit accessibility:

*Lisa Weber* made a motion that Rick Morin be named chair for the upcoming forum on transit accessibility; the motion was seconded by Ian Perrault. The vote was approved unanimously.

- Beverly Ann Rock was appointed to the committee.

- -AACT will now have Ian Perrault and Lisa Weber attending Rider Oversight Committee meetings as co-representatives.

## ***Open Discussion & Announcements***

**Chairman White** expressed concern regarding a discussion with the Office of Transportation Access (OTA) The discussion concerned trips being requested for reimbursement by AACT BOD members to various meetings and which have not gone through the agreed upon process of approval by the AACT Chair. He noted that he would be asking for clarification on the issue; he doesn't want to abuse the extended courtesy. He asked that Board members contact him before requesting reimbursement of RIDE fares in the name of AACT. RIDE fares to MBTA sensitivity trainings will be compensated for AACT members, not just AACT BOD members but must be approved by the Chair to avoid members attending meetings without his knowledge. The fare



waiver will then be granted by senior staff from the OTA as is the process.

**MA Murray** noted that she attends the Regional Transportation Advisory Council (RTAC) and the Finance Committee meetings and commented that she never knows when she will be needed to comment on accessibility issues during RTAC meetings. She noted that she has not been reimbursed for AACT meetings. *Chairman White* advised her that her request must be submitted prior to the meeting and within a timely manner

She also noted that consumers on the North Shore community seem to be less likely to hear about transit meetings other than those concerning paratransit; she is concerned that her community is not made aware so that they may actively participate in other transit issues.

She also stated that the Board should focus on other issues that deal with persons with disabilities other than just on paratransit. She believes strongly that the Memorandum of Understanding supports her attending the RTAC meetings. *Chairman White* commented that members can feel free to attend other meetings but will not be compensated.

**Chairman White** noted that MBTA presentations that concern accessible issues should be made to the AACT Board so that they can make recommendations where needed. He said that the Design and Construction representative has not been on the AACT agenda and that he will be looking into inviting their participation.

He commented that he was contacted by General Manager Scott regarding a problem at Yawkey Station. He noted the importance for AACT to have design and construction presentations earlier in the planning process so that these types of issues can perhaps be avoided.

He stated that he was one of many stakeholders that attended a meeting called by Joe Cosgrove from the General Manager's office to discuss the upcoming fare increase July 1, 2014.

**L. Weber** commented that she was able to load her express bus pass in the lobby of the Transportation Building. She wanted to thank General Manager Scott for making this possible.

## ***Announcements***

**A. Manerson** announced the MBTA's meeting on the Chelsea Silver Line Extension.

**Chairman White** announced the spring job fair in April 29<sup>th</sup>.

**Meeting adjourned at 11:40AM.**