**2nd** [**DCAD**](http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/default.aspx) **conference call on** [[4 October 2018, at 11:30 - 13:00 (UTC)](https://www.timeanddate.com/worldclock/fixedtime.html?msg=2nd+DCAD+conference+call&iso=20181004T1130&p1=1440&ah=1&am=30)](https://www.timeanddate.com/worldclock/fixedtime.html?msg=DCAD+conference+call&iso=20180518T12&p1=1440&ah=1&am=30)

Participants

* Andrea Saks, DCAD coordinator
* Derrick Cogburn, American University
* Shadi Abou-Zahra, W3C
* Gunela Astbrink, Women With Disabilities Australia
* Gerry Ellis, Feel The BenefIT
* Muhammad Shabbir, ISOC Islamabad Pakistan Chapter
* Deirdre Williams, Caribbean IGF member
* Judith Hellerstein, Founder/CEO of Hellerstein & Associates
* Eleonora Mazzucchi, IGF Secretariat
* Louis Bobo, Technical officer of IGF Secretariat
* Gent Bajrami, IT department of ITU-TSB
* Kaoru Mizuno, DCAD Secretariat, ITU-TSB
* Lidia Best Vice Chair EFHOH following the captioning URL on mobile phone

**Minutes**

# Discussion accessible conference tools and testing of Zoom

* Discussion between Luis Bobo (Technical officer, IGF Secretariat) and Gent Bajrami (Technical officer, ITU-TSB) has been made before the conference call started officially.
* Andrea suggested proposing at ITU-T Q26/16 a new work item on Accessible Guidelines for Conferencing Tools, to be contributed through G3ict. Derrick would be happy to join to the work.
* Meeting participants tested hands raising which worked well. Blind participants using screen readers were able to use the Conference Tool Zoom without assistance and did not need to be manually called by telephone.

1. **IGF 2018 DCs Participation in the Main Session**: **Proposed Short Policy Papers on the SDGs requirements.** **This is a requirement to be included in the Main Session with other DCs**

* Derrick expressed his willingness to share the findings related to accessibility for persons with disabilities, from his analysis done by mining the transcripts of the past 12 years discussion at IGF.
* It was agreed to develop an abstract by Gerry, Derrick, and Shabbir. They will have a conference call during the coming week-end. Derrick kindly volunteered hosting the call with his Zoom account.
* Eleonora from IGF Secretariat agreed to postpone the submission deadline for the abstract until Tuesday 9 October (confirmed after the meeting), to allow the discussion over the week-end.

# Review DCAD workshop (see https://www.intgovforum.org/multilingual/content/igf-2018-ws-45-13-billion-reasons-for-making-technology-accessible )

* Gerry replaces Andrea as the chairman of this workshop as the IGF meetings in Paris 2018 are in direct-conflict with ITU 2018 PleniPot meetings in Dubai where Andrea’s presence is required. Shadi reluctantly withdrew his name as a speaker. Derrick accepted to replace him and give a speech at the workshop.
* The speakers are updated as below, but still to be updated. Please see the attached DCAD workshop proposal developed and submitted in June 2018. IGF Web page will have to be updated after next CC.
  + Moderator: Gerry Ellis
  + Gunela Astbrink (remotely)
  + Derrick Cogburn
  + G. Anthony Giannoumis
  + Muhammad Shabbir
  + Judith Hellerstein
  + Lidia Best

# DCAD activities

* Face-to-face DCAD meeting at IGF 2018
* Gerry will chair the session. He will develop the draft agenda taking into consideration today’s call.
* Online moderator: We do not have an official moderator as yet but Derrick kindly volunteered as a back-up.
* Shadi made a proposal by email for future work for DCAD because each Dynamic Coalition does have implications regarding accessibility for Persons with disabilities. This was proposed as a follow-up of the discussion made at face-to-face DCAD session at IGF 2017. His points are as follows:
* Volunteers from DCAD with a specific interest suggest target specific DCs with potential areas of collaboration on accessibility before the next DCAD call as an agenda item. That person could lead the discussion at the next call. The result of the different discussions can be sent to the target DCs It was suggested that at least one person is to be appointed as the volunteer for each DCAD meeting to lead the discussion and to liaise with the DCs.
* Shadi also suggested to start discussing it internally, rather than announcing it officially at a DC coordination call, to firstly make this initiative mature enough to see if it works, before committing ourselves. Gerry, Derrick and Gunela explicitly seconded this. It could be on the agenda at the DCAD meeting in Paris as a discussion point.
* It was suggested that DCAD calls can be more regularly, e.g., monthly with this initiative. Derrick also suggested to explorer a possibility to have more sponsors for captioning to make DCAD captioned meetings more sustainable.

1. **AOB**

* Gerry suggested Gunela to make a brief presentation at DCAD session, and she agreed.
* Andrea requested the meeting participants to provide feedbacks on using Zoom for this meeting.

6 **Next CALL**  To be planned during the week of 15th -19th of October.