**The Task Force to Revise Best Practices for Working with Archives Employees and Archives Researchers with Physical Disabilities**

**Phone Conference Agenda**

**Monday February 26, 2018**

**Time**

* 10:30AM CST

**Participants**

* Appiah, Krystal, Co-Chair
* Cook, Samantha
* D’Arienzo, Daria
* Gunn, Brenda
* Marquis, Kathy
* White, Sara, Co-Chair

**Welcoming Samantha Cook as our new SAA Intern**

In addition to providing name and institution can you please tell us:

* What got you interested in the topic of people with disabilities and archives

Providing Sammy the opportunity to introduce herself to the Task Force

**Reviewing the Organization of the Task Force’s Research**

The Task Force was divided into 3 subject groups and 2 members each were assigned to a subject group. During the January meeting subject groups were not assigned 1 right way to proceed with their research Partnerships are as follows:

* Physical accessibility, including temporary disabilities: Alan and Daria
* Neurodisability: Krystal and Sara
* Web accessibility: Donna and Kathy

The suggestion was made for partners to consult one another and decide what they would investigate and assign each partner an area to research. Each subject group was assigned to update the Task Force on their work at our current February/March phone conference call.

**Update of Subject Groups**

* Physical accessibility, including temporary disability: Alan and Daria
* Neurodidability: Krystal and Sara
* Web accessibility: Donna and Kathy

**Open for discussion**

* How is each subject group’s selected investigation going?
* What questions is each subject group asking?
* Thoughts on assigning subject groups guidelines for fulfilling objectives?