

**EERE Web Coordinator’s Meeting Minutes
*Thursday, October 19, 2017***

**Attending in Person**

Geothermal– Alex Clayborne, ActioNet

Vehicles – Heather Croteau, Allegheny

DOE PA – Ernie Ambrose

**Attending by Phone**

Bioenergy – Sheila Dillard; Kelsey Satalino, BCS

Buildings – Alex Isaacson, Energetics; Wendy Graves, Akoya; Shan Osborn, PNNL; Linh Truong, NREL

FEMP – Courtney Fieber, DB Interactive

Fuel Cells – Sara Havig, NREL

Solar / Sunshot – Greg O’Brien, Hannon Group

Strategic Programs – Alicia Moulton

Vehicles – Matt Rahill, Trish Cozart, NREL; Suzanne Williams, Argonne

Water – Sarah Wagoner, Hannon Group

Wind – Liz Hartman; Jamie Wiebe, NREL

EERE Communications – Carolyn Hinkley; Adrienne Elmore, Elizabeth Spencer, Amy Vaughn Liles, Shauna Fjeld, Alexis Powers, NREL; Jason Kardell, Karl Chan, Billie Bates, David Brown, ActioNet

DOE PA – Tom O’Neill, Kayla Hensley

*Please note: To ensure you are counted in the attendance record, enter your name when logging into the WebEx meeting.*

**Summary**

This was the 101st meeting of EERE’s web coordinators.

**Around the Room**

* Strategic Programs is working on updates to the sites. The Strategic Priorities and Impact Analysis group is interested in learning how to make the pages more accessible. Can the intermediate landing page under the EERE home page>Services>Energy Analysis be pulled out so users go directly to the home page? Carolyn and Adrienne to follow up with Alicia.
* Wind is coding its newsletter, which is going out next week.
* Are any offices using Constant Contact rather than GovDelivery / Granicus? Not aware of any Constant Contact use, but we’ve been talking with our GovDelivery rep about using more features on that platform.
* Wind is also updating its testing map. Can we continue to look into the issue with errors on pages with a lot of paragraphs? Carolyn suggested a ticket into DOECMS Support. PA is aware of the issue.
* Solar Decathlon, a very huge effort, has wrapped. Look for reports on what was learned from some new digital strategies.
* Year-end reporting is in process, so look for that.

**Current Business**

*DOE Web Council Update*

Carolyn ran down the highlights from last week’s meeting:

* Ernie presented on the sharing functionality on Energy.gov to share content on individual social media channels.
* There is a SiteImprove demo coming up at the DOE Web Council’s November meeting.
* The [Benchmarking U.S. Government Websites](https://itif.org/publications/2017/03/08/benchmarking-us-government-websites) report is out. About 300 sites were ranked on criteria such as mobile friendliness, security, accessibility. Energy.gov got a score of 70.6, and the Solar Decathlon site was 75.9. WhiteHouse.gov was in the top 4.
* Improvements in the CMS should speed up the functionality. Look for additional communication on that from PA to DOE CMS users.

*DOE Cyber Conference*

This is coming up in the spring. The DOE Enterprise will be discussed. If you’re interested, let Carolyn know, and she’ll send information. This mostly deals with cybersecurity.

*Social Media Sharing*

Ernie demo’ed the new sharing functionality in the CMS, which allows you to flag featured items, block quotes, and stats so that users can then share them on their own social media. You’ll see a checkbox in the CMS editing page that allows you to make the item sharable. Then you’ll be able to add a title and summary.

*Section 508: Web Standards Overview*

Shauna talked through the background and standards for Section 508 accessibility on websites, which addresses user disabilities such as vision or hearing loss and even cognitive function. Technology has advanced considerably since the law was first signed in 1998. Revised standards were released early this year and require compliance by January 18, 2018. The standards mean all interface elements accessed by mouse can also be accessed via keyboard. This includes web forms and JavaScript content. See the slides for more info, particularly for image alternative text.

*Share Your Successes With the Web Coordinators!*

We’re looking for topics for future meetings – contact Carolyn or Elizabeth if you have a good web management experience from your office that you’d like to share.

*Next Meeting*

November 16 at 1 p.m. Eastern, 11 a.m. Mountain, in 5E-069 Forrestal and X300 Golden. Let us know if you have a project to present or topic you would like to discuss.