



STATE OF WASHINGTON

GOVERNOR'S COMMITTEE ON DISABILITY ISSUES AND EMPLOYMENT

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Accessible Communities (AC) Minutes July 20, 2022 4:00-5:00 pm

1. Roll Call: Accessible Communities members: Warren Weissman, Chair; Clarence Eskridge, Vice-Chair; Cullynn Foxlee, Larry Gorton, Damiana Harper, Christa Hewitt, and Megan Mason-Todd.

Staff: Elaine Stefanowicz, Program Coordinator.

Members Absent: Lucy Barefoot, Yvonne Bussler-White, Candace Dickson, and Aimee Elber.

2. Intro of New Chairperson of AC Subcommittee, Warren Weissman. Warren is the new chair of the AC Subcommittee and Megan Mason-Todd is now the chairperson of the Membership Subcommittee. Warren said he will ask Pat Bauccio if she will move any GCDE members to join the AC subcommittee. It is also unknown if the Boards and Commissions Office will appoint any new members before January 2023.

**3. Approval of June Meeting Minutes. Warren made a motion to approve minutes and Damiana seconded. All approved. Motion carried to approve minutes.
Thurston County ACAC (update). Thurston converted their voter advisory committee into an ACAC. Warren and**

Elaine attended their first ACAC meeting. Currently, their members are mainly state employees, and they need more residents with disabilities on their committee. They are early in their process of forming. The Thurston County Auditor recruited the ACAC members, and they will receive training.

4. AC Operations Manual: Warren reported that we are finalizing the AC operations manual. We will have one version for our internal subcommittee purposes and the ACACs will receive an abbreviated version. This guide will be used for training.

5. Disability Advisory Committees (related to voter access): Not all counties have a Committee even though it is a requirement under State law (RCW 29A.223.04: “Each county shall establish and maintain an advisory committee that includes persons with diverse disabilities and persons with expertise in providing accommodations for persons with disabilities.”

Warren will follow up with Lucy Barefoot from the Secretary of State’s Office to obtain more information. Counties that need to establish Disability Advisory Committees will be urged to take the further step of establishing an ACAC that serves both purposes.

6. Status of AC Webpage (Clarence). Clarence is working on the AC webpage in the background until Emily is more available to work on it with him. It is a busy time with the upcoming Youth Leadership Forum and the Employer Awards Program.

7. Fall All-County Meeting (proposals and dates). Elaine will send an email to all ACACs to see if they would like a Fall meeting. We need to find a date that doesn't interfere with other GCDE activities. In the meeting, we will review our AC procedures and counties will share best practices. We will also discuss previous grant proposals that have had the greatest impact for people with disabilities.

8. Draft Proposal timeline for October/November 2022, to be included in an email to all counties:

Friday, September 30, 2022 Close of Business	Deadline for Submission of Proposals
Wednesday, October 5 Close of Business	Deadline for Proposal Revisions (if requested - by GCDE [Program Coordinator] to ensure completeness/clarity)
Monday, October 10, 2022 Oct. 21st Awards All-County Meeting after Awards	All eligible proposals distributed to AC Subcommittee. Eligibility determined through initial review by AC Subcommittee Chair, Vice Chair, and Program Coordinator. Members get proposals early and ask questions. Important to get back to counties to get questions answered before presentation.
Wednesday, October 19, 2022, 4:00 PM	Regular AC Meeting (initial discussion of proposals and

<p>Wednesday, October 19, 2022, 4:00 PM (continued)</p>	<p>assignment of lead reviewers).</p> <p>Illustrate or add value to written proposals. Impact of the project and not details from the proposal. Spring proposals, Warren & Megan contacted counties to get questions answered before voting. More effective voting process. For more proposals, it's important for more members to be involved. Warren encourages all members to be involved in talking with county ACACs. Identify member who are best to ask counties based on their expertise. Have at least 2 people on the call to the counties.</p>
<p>Wednesday, October 26, 2022, 4:00 PM</p>	<p>Proposal Presentations 1 Ask impact questions.</p> <p>Why should we give you money for these projects? How many PWD are impacted? Will make presentations longer 15-20 minutes instead of 10 minutes. More questions and discussions.</p>

Wednesday, November 2, 2022, 4:00 PM	Proposal Presentations 2 (if needed)
Wednesday, November 9, 2022, 4:00 PM	Meeting to discuss proposals based on feedback from lead reviewers and presentations. Come to conclusions.
Wednesday, November 16, 2022, 4:00 PM	Regular monthly AC meeting (vote on proposals)

AC Subcommittee Members: Warren will be reaching out to members who have not been attending AC meetings and find out if they have a scheduling conflict.

Template of Grant Proposal Questions: It was asked if we have a standard set of questions that we can ask counties when they submit a proposal? Warren will search for a list of questions that Toby Olson once created.

Best Practices for Grant Proposal Presentations: Damiana said she will resend a best practice list she created to Elaine. It was also suggested that we make our forms electronic rather than paper.

Wahkiakum County Proposal: The proposal was approved before we knew they didn't have an active ACAC. Elaine and Warren will meet with their County Auditor. The proposal is considered null and void and they will have to resubmit after their ACAC is formed.

Next AC Subcommittee Meeting: September 21, 2022 at 4:00 pm