

Governor's Committee on Disability Issues and Employment (GCDE)

Community Outreach Subcommittee Team | October 17, 2023 | 4:00-5:00 pm

Minutes

1: Welcome to the Community Outreach meeting – Meeting called to order by Marsha at 4:10 pm. Greeted everyone. Still waiting for quite a few people to join as of slightly after 4, hopefully they will show up. She did email several people, including Daniel, but did not hear back from any of them. Checking in with folks (Damiana still in Spokane – silver lining to pandemic, not all leadership has to be in 1 place, maybe some good reasons not to). She has to leave early. Look into AI companion. Giving it 1 more minute, hopefully we get more people. Nothing in Ryan's email. Marsha did hear from Nathan. He'll attend the event virtually, so he and Matt will split up the roles together there, watching hands and taking notes. Has a question for Ryan. Marsha thought we weren't going to do the LAP as a hybrid meeting, in-person only, was there a reason that somehow that got changed? Maybe that's just in the...repeat the question please for understanding. Town Hall is Hybrid. LAP not to be Hybrid (in-person only). In list of roles, hasn't looked at it thoroughly, talked about it being hybrid. Not ideal. Not sure what's happening there. Apologies, Emily had added hybrid on LAP, didn't intend to do that – will fix it. More and more have requested for a Zoom meeting for the Town Hall at least. Emily may have some stats on who is registered, he doesn't have the numbers in front of him, Emily might. Welcome Ivy Anne (can't attend the event, correct?) Yes. She can help beforehand, happy to. Emily has TH numbers, seems to be an even split of both, so hopefully that will be the case. It seems strange that people would request for virtual only. Roll call is done.

2: Roll Call – Present: Emily, Ryan, interpreters, Marsha, Dave, Damiana, Elizabeth, Carley, Ivy Anne, Eric.
Excused: Warren and Patti.

3: Housekeeping rules – state your name and speak slowly for the interpreters. Wait to be called upon. Hand from Carley? No.

4: Recap of October 10 meeting – Lots done – assign or get volunteers for several roles, good start on that, lost Ryan about 2/3 of the way thru the meeting due to a computer restart – had some questions to follow up on with him (remembers that). Settled on the hotel and the steakhouse for the meal after the meeting (local partners invited to join). Does Emily know how many are signed up for the LAP? Emily doesn't, would have to check, maybe we can follow up with the folks registered for the Town Hall – will make a note to do so after the meeting. Unless we run into an issue, we are going with the kitchen table café as the providers of the breakfast for the morning meeting, does Ryan have any update on that? Ryan does have some info about this. He asked Eric to send him his friend's email address, he hasn't sent it, he has his phone number but would understandably prefer to email. We did look at the menu, but the PDF file was not accessible. There are many breakfast options. Scramble choices, wraps, different categories – meat lover's with chorizo, turkey, etc. Other various things. Waffles, omelets, hot drinks (coffee, etc.) potatoes – red and hashbrowns, that kind of thing from what he could tell, has a call to discuss a couple of options with him. Marsha isn't sure if anyone else is allergic to eggs, she is, and milk – it's one of the challenges she runs into with breakfast, eggs are cheese are not good, hopefully there will be something that doesn't have that – waffles sound good, but could be messy, so she doesn't

know – but she will leave that to Ryan. Elizabeth is also allergic to eggs and usually brings her own, but shouldn't have to do that. Dave confirmed we are talking about the following day. He was wondering of a plan for start time? He has been wondering that, he needs to get off work. Marsha is looking for it. Carley thought it was from 7-11, but could be wrong. That's probably the time that we should be there, yes, the meeting itself is...if Ryan could start putting the times on the agenda if possible, Marsha is flipping thru the paper – she thought the meeting itself was from 8-10:30 – does that sound right to Damiana? Damiana confirmed (Ryan too). We are asking committee members to be there by 7 or 7:30 if possible. Eric isn't here to contribute anything on that.

5: Community Partner Briefings on Clark County – Do Dave (2 roles), or Carley have any updates for us? Not as far as Carley knows, she thinks we still have the space and the time, she hasn't heard from Michelle to let her know any different. Ryan clarifying who was speaking (apologies). Dave's hand. As far as being local, are we all set as far as transportation goes? Is there anything else that we wanted him to do? Marsha clarified that he confirmed that the times they sent him would work. Yes. Emily added them so the QR code would direct to them. Clarification for Dave (saw it in emails and was wondering). Marsha is holding up her phone, wondered if people could see it (opened wrong thing). It may not show up. If you look at the next to last line, next to the black and white symbol, next to that – darn it – Elizabeth will find it and ask to share her screen so we can get a visual (described the white and black square with squiggles). It's a nice way to get info to people. You can download a QR code reader on your phone, and if you do that, when you see one it will take you to some source of information. In this case, it takes you to the website Emily set up, with all the info you need to register and participate in the event. The nice thing is that it can be updated in the background, such as the transportation info, it is simple to use – you just hold it up and it sees it, reads it, and there you go. They are pretty cool, she doesn't know how to make them, but other people do. Patti is at the dentist and won't be here today. Damiana's hand. Damiana said you can also use your phone camera, Marsha thought so, but wasn't sure. One thing Marsha is not sure on is the snacks for the Town Hall meeting, she isn't sure how we want to handle that. Carley thought we had discussed it and decided against it, but she could be wrong, she thought someone suggested that. Marsha doesn't remember that. Elizabeth's hand (different topic, can jump in after). Marsha doesn't remember us deciding that, concerned that most people might not have a chance to have had dinner yet, so people might be hangry if we don't give them something to snack on. Does anyone else remember us deciding against it? Damiana remembers us having the discussion, and thought maybe Ryan suggested against it, but does think it's a good idea in case people are coming from work – it doesn't have to be a whole meal, but things like meat and cheese, fruit, we could also do trail mix since that has protein and sugar etc. per Marsha. The question is who is going to get it and get it there. Marsha is planning to come by train in her chair, not the ideal person to do it. Emily to check on van. Ryan's hand. He is happy to purchase and bring it to the Town Hall meeting. If we suggest other snacks to have, that's okay, he's happy to do that and thinks the energy would be good. Marsha would be grateful if Ryan could do that. Does Ryan have a Costco membership? Yes. If he could get 1-2 boxes depending on the count, of the individual trail mix packets, and maybe a bag or two of oranges that would be great. If we want to have a tray of – blanking. Does Dave have something to add? Yes. In case people have peanut allergies, obviously trail mix wouldn't be the best, so it might be good to have something in addition. The trays of meats and cheeses that you can get at a local supermarket, or maybe Costco - she hasn't checked – would he be willing to bring one of those? We will reimburse him. He doesn't have a Costco membership. She thinks they have them at Safeway. Could anyone else local do it? Carley can do it. Confirmed that we want the meat and cheese tray (covered, round, cheese and

meat). Could Ryan pick up a box of crackers at Costco to go with the tray? Yes. And gluten free at Costco. We can bring leftovers the next morning too in case anyone has allergies. Confirming that Ryan won't be covering the meat and cheese tray since Carley volunteered. It might be easier for Ryan to get everything and get reimbursed. Ryan can check to see if they have one at Costco. He knows they have vegetable and fruit trays; he'll have to check on meat and cheese trays, but he could possibly do that. Marsha is thinking of food handling, she's concerned about the tray being unrefrigerated on the trip from his house to Vancouver, she doesn't think that's a good idea unless he has a way to keep it refrigerated. He was planning to buy everything locally once he's arrived, it would be easier. We're assuming there is a Costco there, can anyone confirm? Carley and Dave confirmed. Sometimes you can't assume. Was Elizabeth going to show the QR code? She needs Ryan to give her permission to share her screen as the host, and then she can do so. Alex will help. Thanks, and sorry to interrupt. Ryan thinks she should be able to now. She has it. Dave wondered about bottles of water in the chat. Looking at QR code on flyer, explaining, pointing to it. It has a B in the middle (ACAC had one with a dinosaur in the middle but had to change to a county one instead of their own). Does that answer Dave's question? Yes. Thanks, Elizabeth. Following up on the bottled water, Marsha is not a fan (she usually brings her own), she'd have to assume that there are water sources within the building – so maybe we need to bring paper cups for people? Can Ryan add it to his Costco list? He's getting quite the list. Carley believes there are also vending machines. That might be a possibility as another option. Marsha would feel a bit bad forcing people to use the vending machine to get their own water, she'd prefer we bring cups and maybe a pitcher? Do we want water at the meeting, she's not sure? Elizabeth and Eric chiming in. How long does it last? 5:30-8, does that sound right? 2.5 hours? 2, 5:30-7:30. Eric thinks people may be okay, but we could bring pitchers and glasses, maybe there's a water fountain. Elizabeth thinks pitchers and water should do it, some people may need water, especially with drier snacks. Marsha only has heavy glass pitchers. Does anyone have plastic ones they could bring? Dave doesn't. Carley might, she has to look. Please check, thank you. She doesn't have a lot, but might have a couple. Local folks, maybe keep your eyes open, if you see one at work maybe ask if we could borrow them or something. Ryan is concerned about borrowing things because we have to make sure it gets back, so if people get their own, maybe we could purchase a small amount of bottled for those who don't (or pop or juices or something). We'll have to check with Michelle if we can use the vending machine for people to purchase this themselves. She is out of the office until tomorrow, so we'll have to ask. Ryan doesn't want to complicate things. We will bring snacks and paper products, but maybe that's all we do, what do folks think? Marsha assumes whoever brought them would be responsible for bringing them back, but it would be helpful if Ryan could add paper plates and napkins to his list, he will do so. Marsha is wondering...time reminder from Ryan. Eric has joined, does Ryan want to ask him about an email for the kitchen table café? Ryan asked. He hasn't heard back to his email last week. Has the phone number, prefers to email, needs to get an accessible version of the file to get all the info he needs – on there isn't accessible. Dave, Marsha, and Elizabeth have allergies to eggs. Others might have allergies. We want to ensure we get some substitute food options in there, we may have eggs hopefully, but hopefully Eric can help. Eric did send an email last week, covering what he asked for, he just has a regular menu not catering even though they do it quite often – he recommended calling to talk it thru. He will reach out to ask about the email, he's not sure, he assumes but will check. He doesn't like getting in the middle, but is happy to help, if he can. Email may be more accessible to Ryan. Eric understands and apologizes for not considering it before, he will reach out, and try to get an email. Ryan appreciates it. Ryan or Emily, Ryan's hand is up. Don't worry about copying all the info in an email, he can borrow his onsite

interpreter's eyes – he just needs the email to communicate directly and work things out, and the time to be able to look at things to discern how to go forward, and what the best prices are, etc. He hopes to get Ryan the email today. He did say, roughly, you can count on \$12-\$15 per person for the breakfast depending on what you order, just for a ballpark. That sounds good and should work. That's perfect, because for Clark Co. per diem, breakfast is \$18 per person, so it would be great if we can stay under that, Interpreter switch. Marsha doesn't think they were saying not to have eggs, she's fine with there being eggs, it would be good if there was some other protein – which can be hard since she's allergic to cheese too, but maybe some sausages or something, or if not – she'll eat the leftover trail mix. We'll make sure that everyone is able to be fed the right kind of food. Marsha is concerned about getting a count about how many of the officials and elected have signed up to come, because if they have not registered, subcommittee members may be able to do some follow up calls. Hopefully Ivy Anne can help. She can. If Ryan and Emily can figure out who on our list has and hasn't registered, then maybe we can do some follow up phone calls. To have 40 signed up right now isn't unreasonable, Elizabeth agrees. Of course, only half of them will be in the room, so it may look a little sparse if we don't get some more. Can Emily and Ryan get that to her in the next couple of days? Ryan thinks we can get it to her by Friday, he needs to add some more numbers to the spreadsheet which will take some time, he's done the emails but now needs to do the spreadsheet but that should be plenty of time to assign names and double check with the list of who has not registered and follow up with those so thanks. Marsha is trying to remember her question for the local partners, but she lost it. Time check – 10 minutes left. Maybe we need to have a dry run practice to make sure that we will work out all the bugs before the meeting and things run smoothly and are in place, what do people think of that Ryan asked? In an optimal world, it would be great, but Marsha is having trouble figuring out how we would do that with the hybrid meeting, since we won't be down there and in the same place unless we decide to get together - which could be complicated. She's certainly not opposed to it, but its not immediately apparent to her how we would do it. Carley thinks it might be better to have a technical run, a technology run, to get everyone down to the building locally could be difficult – she agrees with the dry run, but it may just be on the technology end for now, but is not sure how that would work so that's the extent of her comments. Marsha asked Elizabeth if we usually did a dry run-in person, she knows we did it virtually, but isn't sure. Elizabeth asked Emily. She knows we did it online. Maybe we could practice how we want to facilitate or present online, but isn't sure how that would work (we wouldn't be able to do hybrid). Emily doesn't remember practicing in person. Marsha doesn't think it's necessary and isn't sure how it would work. That's fine. Part of what we practiced virtually was for the people presenting and taking questions. Marsha remembered her questions – can the partners be there in person on Friday? Dave and Carley can. Carley confirmed (by 7:30?) Yes. How about Eric? He is figuring out how to unmute on his phone. Unfortunately, he probably won't be able to. 9:30-10:30 would be the earliest, which may be too late. It goes until 10:30. If he could be there by 9:30, it would be better than not at all. One of the points of inviting local partners in planning, is to have them in the room when people are talking about solutions, because they can give us feedback on whether it will really work for them. That's what's been missing in the past, people with disabilities haven't been in the room which is critical, elected officials and dept. heads only in the past. Marsha needs to reach out to other local partners, to see if they can come, it's too bad Lilly can't. If you think of anyone local who should be at the LAP, please let Marsha know, as that's important. Elizabeth wondered if there is a People First chapter and if we have reached out to them. Marsha isn't sure. Elizabeth can reach out to the statewide chapter if needed to ensure the local chapter is aware. Emily believes there is one person, from the local chapter, but they may be Town Hall

only so we can check and follow up with them. We have 1 minute. Anything else before adjournment? Thanks so much for your participation, Marsha is very grateful. Request from Ryan to share the flyer, Marsha concurs. Looking forward to seeing everyone next week, we have two more meetings before the event, so we're getting down to the wire. Thanks, everyone.

6: Town Hall Meeting Logistics and Agenda Planning – discussed above.

7: Leadership Action Planning Meeting Agenda Logistics – discussed above.

8: Post Town Hall Meeting Planning Logistics – discussed above.

9: Task Assignment on Clark County Master Contacts – discussed above.

10: Clark County CTRAN follow up or discussion – discussed above.

11: Other Action Items – not aware of any offhand from last meeting.

12: Next Action steps – see below.

Look into AI companion on Zoom for meeting notes.

Fix hybrid meeting note on roles list for LAP.

Follow up with those registered for Town Hall to check about LAP (add to registration going forward - done).

Ryan to talk with Eric's contact at the café about breakfast options (including non-egg or dairy protein options). Eric will reach out to get an email address.

Ryan to add Town Hall and LAP meeting times to the next two agendas.

Emily to check on wheelchair accessible state van.

Ryan to pick up 1-2 boxes of individual trail mix packets, 1-2 bags of oranges, a box of crackers (including gluten free), paper cups, plates, and napkins, and check about meat and cheese trays at Costco in Vancouver. We can bring leftovers the next morning. Folks will check if they have plastic pitchers to bring or borrow if they're comfortable with that. Ryan will check with Michelle about the vending machines onsite.

Ivy Anne can help with follow up calls. Emily and Ryan to send a list of elected officials who have and haven't registered to Marsha by Friday so we can split up the list for calls.

Community partners will get to the LAP when they can. Marsha to reach out to other local partners not on the call to see if they can attend. Please let Marsha know if there are other people we should be inviting. Emily to check on the People First representative.

Please continue to share the flyer.

13: Next Meeting date will be from 4 p.m. to 5 p.m. on Tuesday, October 24, 2023.

Town Hall and Leadership Action Planning Meeting Location Info:

Public Service Center

1300 Franklin Street

6th Floor Suite 680/679

Vancouver, WA 98660

Hotel: Hilton Gardens