

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

Community Outreach Subcommittee Mtg. | October 31, 2023, | 4:00-5:00 pm

Minutes

1: **Welcome to the Community Outreach meeting –**

Matt says hello, checking on the link. Hold for Ryan. Marsha fixed her background and is in costume (won't wear her mask for long, can't wear it with glasses, itchy). Boa is enough. If someone is kind enough to give you a lovely feather boa, you might as well wear it whenever you get a chance, it was one of her scores at the annual Bainbridge Island auction (raised over half a million dollars, Marsha is in charge of the medical equipment, they don't sell it – find it homes). Does it go to medical facilities or homes, Matt wondered? Medical facilities won't take it per Marsha, but there are programs that take it (a lot of it, not all of it). She is developing places for things like CPAP reconditioning, etc. Matt has a friend who has wheelchairs and a walker from his late wife, so he's looking to give them away, the lending program might be the only option (they don't pick up, he would have to deliver them, they do deliver in Marsha's area – Matt's is only open 2 days a week, Marsha's might be better). That's too bad. He isn't able to get them anywhere, but wants to give them to someone who would use them, and medical facilities won't take them – he is at a loss. Marsha is too hot, losing the boa (did wear it in the summer). She wishes there was some way she could get the equipment, but is coming by train, so can't transport them. Ryan's hand. Ryan would like to call the meeting to order, we have a big agenda, he'd like to get started. Happy Halloween. Marsha may be expecting trick or treaters at any moment. Hopefully we don't have too much to get through, per Marsha. Her printer is malfunctioning (missing third agenda item). She called the meeting to order at 4:05 and reviewed housekeeping. That is item 3. Elizabeth said in chat, she needs to switch to phone part way through, but will be listening.

2: **Roll Call** – Present: Emily, Ryan, interpreters, Marsha, Matt, Carley, Dave, Damiana, Patti.

3: **Housekeeping rules** – State your name and speak slowly for the interpreters please.

4: **Recap of October 24 meeting –**

An extra big thank you to Ryan. He has done so much work, especially in the last couple of weeks, we would be lost without him – Marsha is very grateful to him. Dave and Elizabeth concur, Damiana too (Ryan appreciates it). It's thanks to him that the breakfast menu is all straightened out, Marsha is very grateful for that, and hopes we have sorted out who will pickup the breakfast and coffee (or will sort it out, Ryan volunteered at the last meeting, but we felt like we needed him there onsite at the venue). Ryan's hand. He thinks we have worked it out. Ryan can get both, he is bringing his hand truck (it can be a flat bed, Marsha has seen those, or a regular hand truck). He has plenty of space to carry it all without dropping anything, he certainly can do that and bring it to the meeting, we will have lots of food and drinks. That is great, per Marsha. She wondered; do we have a current count on registrations from Ryan? He was looking at that, can't guarantee every member is registered, might have to check with Em. About 100 people for Town Hall he believes, most on Zoom, and 27-28 at LAP (including staff, GCDE members, and community partners). Over to Emily (recapped numbers). Thanks for the update while taking notes, per Marsha. Carley guessed right on attendance, good for her. There are good numbers.

Marsha is a little worried about the 27 at LAP, given that it includes us. We made phone calls over the weekend or earlier this week. Marsha lucked out. She happened to call the first number on her list, got Michelle from the venue, Michelle said she told the councilors (not commissioners in Clark Co). 2 of them are planning to attend, Marsha has the names, Michelle Belcott and Sue Marshall. Dave's hand. Did Marsha say Councilors, he asked? Yes, that's what Michelle said, she corrected Marsha on Commissioners (that's what Marsha would have thought it was). Councilors are from the City of Vancouver. That was what Marsha thought, but Michelle corrected her today. Michelle B. is on the Vancouver City Council, Carley knows them, she said. She (Michelle B.) is on Marsha's list as a county person. As Carley recalls, she was with the city council, she will check on that. If she could, that would be great, per Marsha. The reason Marsha wants to get that straight, is that particularly if we don't get a great turnout at the LAP, something she has to admit is that the most important thing that could out of this is that Clark co. could have an ACAC for a united voice to talk to city and county govt. in her opinion. We've talked about it here, want to see it happen, and want community partners to be part of it. Hopefully we have county commissioners there for partners to get acquainted with, to get that started, per Marsha. If we've got it turned around on who is representing where, that would be good to know. Carley will check today. She knows they aren't the same thing, but is pretty sure about Michelle B., knows her well and is pretty sure she is part of the council. She will double check on that today. In fact, she can look now. That would be great. Folks did make the calls from the list over the past few days, Marsha was calling on a weekday, and had to leave messages except for with Michelle (city people may not be in their offices most of the time if they have other jobs). Marsha doesn't wish to revisit cups after the last meeting. Is the list Marsha is working on the one that Patti gave her? Patti sent it to Ryan, Ryan sent it to Marsha, with other people added. All county and city council members were taken from the appropriate agencies websites, per Patti. That makes sense to Marsha, Michelle has facilitated our access to the PSC (county bldg. she believes), so if she has charge of that then she would likely be at the county and the folks she talked to would then be the county councilors not commissioners. She is not sure why that is, are folks clear on that, what Michelle at the venue's her last name someone asked? Carley would have to look. Ryan has it somewhere too. Damiana's hand. She was looking on the city council and mayor websites, there seem to be 2 Michelle's that we're talking about. Michelle B. is not on the list of city council people. She has not looked at the county, but she is definitely not on the city council. Michelle Belcott is on the county council, per Patti. Those of you who are local, please keep an eye out for Michelle and Sue, since those are the county people who will be attending. Please repeat the statement for the interpreter. Carley didn't know that the county was a council too, she thought it was just the county, got messed up by the wording – but having it described that way, is part of the county, not the city. Sorry for misunderstanding the question. Marsha is glad we got it sorted out. If Carley and Dave and Marsha isn't sure what other local partners will be there could please keep an eye out (it is Eric's son's birthday). A Halloween birthday. Does Carley know Michelle B? Yes. Is Dave acquainted with either of them? Repeating the question. Dave thinks so, would have to check and see, but believes so. We want to emphasize that, Marsha suspects that 1 or the other or both will be critical in the efforts to establish an ACAC. 1 thing we haven't talked about is how we support you in that effort after the events. Maybe we can do a debrief or have a zoom meeting after. Moving on to going on to roles. Drowning in paper (bad printer). Patti is on the Peirce co ACAC.. Yay.

5: Review Town Hall and LAP Meeting Processes –

Marsha and Elizabeth are facilitating. Can Patti back up the notes? Will be running the owl, but can backup. Can someone there in person be the backup facilitator? We'll figure that out before Thurs. Dave is notes with Patty as backup. The virtual is Nathan. Is that correct? That's Matt's understanding. On the list that Matt saw, Warren and Marsha were facilitating. It did say that. It has been a week in which several of us realized our limitations and had to be realistic about what we can do. Warren can't be with us; we are working to take that into account. Luckily Elaine can be with us (she is one of the staff members) and Marsha is glad she can be there. Carley with a question. On the agenda, it said that the LAP is Nov 3, 8-1030. Then it says 1030-12, is that something else, she thought she saw that. Marsha hopes not. She is not seeing it. Ryan will speak to that. Pause for interpreter. Back to Ryan. In the morning, we will have a debriefing, hopefully everyone can be there and participate. There will be a Zoom option later too. This is after. We hope to close the meeting by noon after the debriefing. Wait, that is the LAP that ends at 10:30. We will clean up after the debriefing. Clarification. Carley wants to know what the 1030-12 meeting is, needs to arrange transportation. Ryan. Repeating. Hopefully it will be clearer. 10:30 the LAP meeting is finished, then debriefing time, or we can just end completely. Debriefing time would start at 1030. Carley doesn't know if the local partners get a vote, if not that's fine, but would prefer to end at 1030. Marsha hears that. The LAP meeting is done at 1030. The 1030 – 12 schedule says we could possibly have a debriefing after talking among ourselves and get feedback on the happenings. Or we could close after the LAP meeting and wrap up at 1030. It is your decision on whether to have a debrief directly after LAP. On Zoom, before, we had one immediately after. We can do that again or not. Up to the team. It will be a long two days. Does Dave have an opinion? He is fine. As long as he can know in advance (took Friday off, knew he was going to be busy in the morning). As long as he knows what time, he can schedule CVAN. Needs to schedule it by 5pm Thursday, is not in that big of a rush himself, just needs to know time to schedule his ride home. As far as debriefing goes, he is happy to do it, even while he waits for the bus. Not uncommon for events to have a simple debriefing with the folks who are facilitating it once all of the others leave, but again, he just needs to know by the day before. Marsha apologizes, she had forgotten about the debriefing after the virtual ones, which are a bit different in terms of energy. Carley supposes they could talk to their ride and tell them when. She needs to see who else wants to do it. What she tells them will be her final answer with things being so close, she can't keep changing times on them. Dave's hand. 1 thing that Carley said, it will be a busy couple of days, esp. for those traveling – and working on Thursday. It's almost like it would be good to have, 1 thing right after everyone leaves, lost Dave (breaking up). Everyone will be glad to have some time to think about it, questions, etc. It is a big thing. Let it sink in, maybe meet Monday, instead of Friday. Carley concurs. May be easier to have the LAP meeting on the 3rd and do Zoom again like this, except when it's all over, to debrief on our own and go over things. Personally, their brain will be melted for a while, after that. Ryan. Next meeting for final wrap session is Tues 11/14, almost 2 weeks after the fact, if we want to use the final wrap up as the debriefing meeting as well to get the input - we could do it during that meeting, as long as folks think about it. But we want the debrief, and if we had it before the wrap up, then we could incorporate it into that meeting and would be 1 step further ahead to think about what we want to change for the future. Patti thinks that for a final wrap up 2 weeks is fine, but for the debrief, it needs to be where things are fresh right after – not long, long enough to get some impressions down, and then go into them more deeply later. Ryan concurs. Marsha suggests. Ryan's hand. It is fine if some folks can't make it, that's up to them, but if some folks can stay and have the meeting then that can be arranged. Marsha said we also need to get the room cleaned up and get out of there. Marsha's train is at 3pm, so she is not in a great rush, but gathers that folks will be tired so hopes

it will be 30 mins. Could we move the wrap up from Tuesday the 14th to Tuesday the 7th? Logistically it is difficult to schedule the interpreters on short notice. Marsha appreciates that. She asks that we have a super short debrief of 30 minutes, and that on the way home or when we get home, folks please take a few moments to write down your impressions from the event. We will do the wrap up on the 14th if people are OK with that. Fine by Ryan. Planning on that then. Patti is driving, doesn't work Friday's, and is off all day Thurs – can help with setup and clean up or chat if needed while folks are waiting for the train. They are free, just have to hop in their car and drive back north, will just be dog sitting over the weekend. Marsha likes the plan. 30 min debrief after, take notes at home, wrap up on 14th. Patti's hand was still up, lowering. Ryan with a comment. All the interpreters are there until noon for Ryan, to support Patti as needed, until the interpreters have to leave at noon. Will be around until then. Thanks. Someone has to be the last one to leave every time. That is true. Marsha realizes we got sidetracked going through the list of roles. Picking up with that, keeping an eye on the time and trick or treaters, none so far. Matt will be monitoring hands virtually, yes. 2 mic runners (Carley) and was Dave the other? He thought so too, writing him in. If he's taking notes per Patti, how can he run mics, Dave thinking that too. Which would be preferred? Notes? Elizabeth. Her suggestion would be if we don't have Elaine down during that period, she'd probably be happy to take notes, so then Dave (or Elaine) could do whichever is preferred. Dave might have to wait and see. Carley then Ryan. Other way around. Forgot to share info on the mics. The meeting room has 10 tables set up throughout the room. There are 1-2 mics (mobile). Ryan will email folks about the right info (type and number of mics). Marsha didn't realize there would be tables in the town hall - yes. If we're going to have snacks and water, they may be needed. Same tables set up for LAP. # of mic runners will depend on # of mics, will sort that out. Matt was listed as Zoom tech support. Thought we cleared that up at the last meeting. Clarence has agreed to do that. Zoom host (Emily, Ryan, Elaine). Owl is Patti. Elizabeth, Emily, and whoever is there for the setup. Elizabeth says we might have an older version (Daniel should be on there for setup and tear down). Might have an old version, sorry, keep going. Marsha thought she had the right version. Elizabeth might not have sent it out, sorry, that's why Ryan is here to help keep us on track. Refreshments is Ryan (no Carley, will be doing registration with Emily per last meeting). Photographer is whoever we can get to do it. We will figure out greeters. Clean up is all hands-on deck. For LAP, Ryan will pick up breakfast. Setup will be everyone there early. Facilitators will be Marsha and Elizabeth. The greeters will be Elaine and Elizabeth. Table facilitators are Nathan? Won't be there (old version). Daniel, can't remember who else per Elizabeth. Marsha has Elaine and Dave. Talking over (echo). No more echo now. It could be Elizabeth. Ryan then Dave. What are Daniels roles and time again? At least a table group facilitator, and something else the previous day. Elizabeth can send it out. That would be good. Over to Dave. Dave said last week when we last met, we did say that he would facilitate for Friday, that is what he had confirmed on. Thanks. Marsha will keep time with Elizabeth. Scribes at table group – nominated at each table (Emily and Elizabeth on old version, Marsha is correct). May not be worth going over this version, but we all have a general idea of what we're doing, sort out any details when we get there. Sounds good. Matt's hand. Not much else to do at this point. Phone ringing. Question about virtual hands. Should he text when he sees a hand go up and who it is? How should be alert facilitator. Occurred to Marsha today that we need to think about that. This meeting may not be the best time. Is Matt free tomorrow at 4? This is the first time we've tried to do a hybrid meeting, challenges, don't need to take everyone's time to get it figured out. Matt is free tomorrow at 4 -should we have a Zoom? A Zoom with staff. Elizabeth or Ryan? Elizabeth can do that. Doesn't have her calendar in front of her, but CO is priority, so can shift if needed. It should already be on the calendar, per Ryan (that's right,

thanks). No worries. Ryan with a comment, then Matt. He will send Matt the calendar invite for tomorrow at 4pm after this if it's helpful. He will do that. Matt was just going to ask, thanks. Can Nathan be invited too since he'll be participating virtually? Marsha wishes we had another person. Please send it to Nathan. He's not here right now. Damiana will be on virtually. Ryan will invite Nathan. That makes Marsha feel more comfortable, we need to work out the details, but not right now. Unless there is anything else that works for Ryan, he will take care of sending the invites. Is there anything else for the good of the order? Ryan (time check). Few minutes left. Checking in with everyone on today's meeting. We've been sending emails with file attachments etc., making sure that everyone has what they need, relevant info. Any other info that might be needed about parking, vending machines, refreshments or anything else? Things are figured out for food for the LAP, etc. Checking in if anything else is on anyone's mind about the events that they want to bring up now, are folks clear on everything that's in place? Dave just needs to confirm the times. He could arrive at 4 on Thursday without going home. That is plenty of time. He would have to figure out the latest time for paratransit on Thursday nights for the meeting and restaurant. Same for LAP, what time they pickup at his apartment, not leave. Needs to know via email (not right now). If he can get an email about the latest times to arrive. Marsha says by the start time. Any earlier that you can be there is great and might be helpful. Marsha thought they sent out a shuttle, there will be one, but he was talking about paratransit. We are done at 730, hopefully at least that late, but you never know in the city that size. There is dinner after that is another thing. Ryan hand up. Asking Dave if he got the general schedule that Ryan sent (yes, he got it, confirming while we're all here). Got it, great, just making sure – great, thanks. Meeting adjourned at 4:56, enjoy the trick or treaters, looking forward to seeing everyone on Thursday. Take care. Matt will see some folks on the Zoom tomorrow. Bye all.

6: Next Action steps –

Ryan will pick up the breakfast and coffee on Friday morning and bring it to the venue (he has a cart).

Carley to check on who Michelle B. represents – county council (not Michelle P. with the venue).

Community partners are to keep an eye out for Michelle B. and Sue M. from the county at the meetings as possible contacts for starting an ACAC (especially the partners who may already be acquainted with them). May need to have a Zoom call or debrief with partners after about how GCDE can support you in those efforts.

Patti will be a backup on notes. We will figure out a backup facilitator (Warren can't attend). Staff is stepping in to help with some things. Dave will be a mic runner or take notes (Elaine can be a backup). Ryan will send an email to folks about the mics. Clarence will be Zoom tech support. Daniel on setup and clean up. Elizabeth will resend the updated list. Refreshments/breakfast Ryan, Carley registration with Emily, need to assign photographer. Greeters to be figured out (Elaine and Elizabeth), clean up will be everyone (setup too). Table facilitators are Daniel, Elaine, and Dave. Marsha and Elizabeth keeping time. Scribes will be assigned at the tables. Any additional details to be figured out onsite.

There will be a short 30-minute debriefing meeting after the LAP meeting for those who can attend pending transit needing to be arranged for a few folks (then clean up). There will also be a final wrap up meeting at 4pm on 11/14. Folks should write down any further reflections when they get home to report at that meeting.

Matt will join the leadership meeting at 4pm on Wednesday to discuss alerting about raised hands virtually. Nathan will be invited too. (Ryan to send). Damiana will also be participating virtually (Town Hall). Details to be worked out offline.

7: *Next Meeting date will be from 4 p.m. to 5 p.m. on Tuesday, November 14, 2023.* Today is the last meeting before the events later this week. See you on Thursday and Friday.

Town Hall and Leadership Action Planning Meeting Location Info:

Public Service Center

1300 Franklin Street

6th Floor Suite 680/679

Vancouver, WA 98660

Thursday, November 2, 2023

Town Hall Meeting

5:30 p.m. to 7:30 p.m.

Friday, November 3, 2023

Leadership Action Planning Meeting

8 a.m. to 10:30 a.m.