



STATE OF WASHINGTON

GOVERNOR'S COMMITTEE ON DISABILITY ISSUES AND EMPLOYMENT

Employment Security Department ■ P.O. Box 9046 ■ MS: 6000 ■ Olympia, Washington ■ 98507-9046

Olympia (360) 890-3778 ■ Toll Free Fax 844-935-3531

Awards Subcommittee Team Meeting

Thursday, September 12, 2024

12 noon to 12:30 p.m.

Minutes

1: Welcome, Roll Call and Housekeeping

Meeting called to order by Yvonne at 12:01 pm. Welcome all. Audio checks for a couple folks. We have several members absent today. Yvonne made an agenda amendment to talk about the vice-chair position (no other additions heard). Matt has resigned as vice-chair – he appreciated working with the group but needs to focus on his health. He will be leaving GCDE early at the end of the year and is working to wind down his subcommittees. Yvonne also sent an email about Matt's departure. Please email her if you're interested in being vice-chair. Hand from Clarence – clarifying – Awards subcommittee vice-chair.

Present:

Staff: Emily Heike (host), Elizabeth Gordon

Members: Lucas Doelman, Amy Cloud, Clarence Eskridge, Yvonne Bussler White (Chair), Daniel Ledgett

Quorum: 4

Housekeeping: State your name, speak slowly and clearly, raise your hand.

2: Approve August 22nd meeting minutes

Yvonne asked about review and for any discussion, and for a motion to approve. Amy moved, Lucas seconded, motion carries, minutes approved as written.

3: Awards Event Location update

A. Event registration – Emily

The link was sent to the team. Due on 10/11. 54 registrations so far, including nominees, nominators, guests, emcee, staff, chair/spouse, photographer, vocalist, and DVR reps (4). This is exciting to get them involved again. Follow up continues.

Hotel Contract – Emily

The link was sent to the team. Due on 9/27.

4: Follow up on Work plan assignments

A: Sponsorship Update – Emily

ODHH contract in progress (need to check back), DVR and OFM invoices sent after FY. Followed up about incoming last week, need to check back in.

B: Marketing Outreach/Publications/Comms – Emily, Cullyn, Amy and ESD Videos

Weekly nominee highlights have been going out to GCDE listserv/FB. Registration link has started going out to partners (will also be sent to sponsors soon). Local release with recipients, blurbs, photos, and contact info to go out. Brochure -Yvonne used it this week - and nominee list on website as well.

C: Event Logistics – Nancy?, Cullyn, Yvonne, and Daniel

Initial Décor/day of meeting yesterday – more info forthcoming (Yvonne had internet issues and appreciates staff's help). Additional supply order forthcoming. Other accommodations secured (ASL). Volunteer sign up has begun. We will send out the list – it will be all hands on deck – let us know what you're interested in. We are looking into red carpet and photo booth rental options also.

D: Judging Panel - Emily, Cullyn, Janet, Clarence, and Daniel

Pending scores from 1 judging panel. Scores/recipients received in other categories. Trophy order/script pending.

E: Nomination Tracking: Yvonne, Emily

Continuing to track the status of nominee/nominator registrations for certificate/trophy acceptance, and follow up about info for PPT otherwise (Yvonne will help). Photo of Kevin from website added as a placeholder, Elizabeth will check in with Damiana to see about a new photo.

Question from Amy – she doesn't know Phil's style much aside from his passion, but would love to hear more about his plans. Yvonne knows he plans to wear a tux and celebrate with us. She doesn't know his specific speech, but knows from the last one, that it was very uplifting, motivating, inspiring. He shared about his life and may recap that. No outline otherwise but we will probably get a draft closer. We can also provide talking points if needed.

Clarence wondered if Amy has a hookup with Evening Magazine to expand our outreach. Folks liked that idea.

Lucas wondered if we've reached out to Earnest and/or staff. We are working to get the contract finalized and have secured interpreters. Emily will reach out to members for other assistance as the event gets closer (such as proofing and review).

Elizabeth heard back from the Governor that they can't attend but will provide a video message, she will work with the communications team on suggested remarks. Last year they didn't use the talking points – hopefully they will use them this time. She will keep us posted and can share them out for feedback. We can look at the ones from DVR and DSB. The last time he attended was probably 4 years ago (it is pretty unusual). Cyrus Habib came when he was the Lt. Governor. It adds expense to have the governor, so there are pros and cons (lots going on this election year).

5: Next Action Steps

1: Emily will check on the outstanding invoices. She will also check back in on the ODHH contract.

2: Event logistics team are setting up meetings for the items to be ordered and continued discussions (photo booth etc.) Stay tuned for more information. We will send out the volunteer sign up sheet, please let us know what you're interested in.

3: We're waiting on the judging panel to finish up so trophies can be ordered and script finalized.

4: Staff may need help with tasks in Matt's absence. If you have time between now and the event to help, please let us know. Emily may send out specific requests for assistance. Amy is happy to proof items. Yvonne can help with the PPT. Elizabeth will check with Damiana about the photo of Kevin.

5: Email Yvonne if you are interested in the subcommittee vice-chair position.

6: Event registrations are due on 10/11 (follow up continues – it will also be sent to sponsors). Hotel registrations are due on 9/27.

7: Watch the GCDE listserv and Facebook page for weekly nominee highlights, as well as for a release about the recipients after the event.

8: Staff is continuing to track the progress of nominee and nominator registration and needed items for the PPT.

9: We can ask Phil for an outline of his remarks as it gets closer, or send talking points, if needed.

10: Elizabeth will work with the Governor's Comms team on suggested remarks for the video, and keep the team posted. She can send them out for feedback if needed. We can also look at the ones from DVR and DSB.

11: Please email staff and Yvonne if you have any suggestions, questions, or ideas on the event.

Meeting adjourned at 12:26. Please email us if you have any suggestions, questions, or ideas on the event – just over a month left – which is exciting. Thanks all for your work and commitment. Have a great week, see you next time, bye and take care.

6: Next Meeting date and time will be on September 26th from noon to 1pm.