

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

Awards subcommittee meeting

July 6, 2022

11 am to 12 noon

Minutes

1. **Welcome** – meeting called to order by Janet at 11:02, we will catch up anyone who joins late, thanks everyone for being here today
2. **Roll Call** – present: Emily, Ryan, Elizabeth (staff); Matt, Amy C, Clarence, Tammy, Mike, Janet, Kristin, Lucas, Daniel (subcommittee members); interpreter Tami
3. **Housekeeping Rules** – state your name before speaking, use reactions and chat as needed
4. **Approval of June 15 meeting minutes** – sent in advance, no questions heard, Mike moves, Matt seconds, all in favor, approved as is
5. **Venue Update** – we have been working with Microsoft and are in touch, there has been some back and forth, it has been a challenging process due to COVID impacts, we are working with different people and policies, but are taking it one thing at a time, still trying to get ahold of venue contact, don't have a lot of info to share now, but hope to have an update at the next meeting including a cost and itemized price list, thank you for your patience.

We do not have a date confirmation with Microsoft, and there has been some confusion about whether they are currently holding in-person events, but Janet is aware of a job fair taking place there in-person. Eventions is the contractor and they have thus far been unresponsive.

We may want to start looking at backup options just in case. The Columbia Room on the Capitol Campus was suggested. A question was posted about if there are any parameters for the venue. Information was shared regarding the desire for access, parking, size, and catering.

Discussion was had about the distance to travel, and a preference for a location along the I5 corridor, due to the typical location of most submissions. The Columbia Room has physical access, but parking is difficult, as are acoustics. Some accommodations can be made, but would have to be setup on our end.

The Helen Sommers or LNI buildings near the Capitol Campus were also suggested as possibilities. Research was conducted in the recent past to include the Embassy Suites in Lynwood and Nile Country Club in Lake Forest Park, and Janet will look back at that information or consideration.

Update since meeting: We heard from Microsoft directly after the meeting that they are not currently authorized to host events for non-Microsoft employees, so we will have to look elsewhere.

6. **Social Media and Nomination Application Update** – Facebook posts still reaching over 100 people, now 30 incomplete nominations (still only 1 complete). Emily will research to see which categories they fall into for targeted marketing purposes.

7. **Sponsorship Update** – revised sponsorship levels have been approved, after discussion ended up staying close to previous version in the interest of time, with minor edits to more heavily weight the larger amounts and renamed the levels, will begin reaching out shortly and hope to have an update by the end of the month.
8. **Marketing Work Group discussion/Update** – Clarence, Janet and her colleague Laura, and Cullynn have been a part of this workgroup. They have been meeting and targeting different categories for the flyers each time. The Employer one has gone out and received fairly significant reach. This time they targeted the Youth category, and Janet shared a draft onscreen. Janet shared that Clarence’s son did the artwork, and that it features a photo of a past recipient, and why submissions matter. We are trying to keep the content consistent, yet different visually. Janet asked if there were any questions.

Clarification was provided that the audience is both youth (who sometimes nominate their employers), as well as the youth employers themselves. Clarence mentioned that there is a version with different formatting that can be shared as well.

The group will be meeting next week or so to target the Direct Support Professional Award. Janet mentioned that we have asked past recipients from a number of years back for testimonials since they received the award and can consider including those.

9. **Other Business Section: *Supported Employment Award*** – Emily reached out to the person who asked and they were excited that we were considering it for the future and said they would be willing to help if needed, Janet reached Melinda, who said we hadn’t discussed it previously, but thinks it is a great idea, although it may raise questions and details to work out about ensuring access to different types of disabilities and how to setup the overall category. We may run into some obstacles in terms of developing the parameters. We could consider creating a small group to work on this and have a meeting. It has a slightly different focus than out other Awards, which are focused on recognizing those that give opportunities to individuals with disabilities, not the individuals themselves. We could consider making it a standalone process similar to the Toby Olson Award with a different timeline, structure, judges, and scope. It could compliment the Direct Support Professional Award and be highlighted separately with its own media campaign.
10. **Next steps** – we will keep working on finding a venue and consult past research, in the meantime, please keep getting the word out about nominations. Another reminder is scheduled for Friday. Members are welcome to share the press release in their communities as well. The sponsorship group will work on sending out the solicitation letters to identified contacts. The marketing workgroup will keep working on the targeted flyers. We will continue to work on the Supported Employment Award process.
11. **Next meeting date:** *Wednesday, July 20 from 11 am to 12 noon*