



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

Community Outreach Subcommittee Meeting | February 10, 2025, | 4:41-5:30 pm

Minutes (taken by Emily Heike, GCDE Program Specialist II)

1: Welcome to the Community Outreach meeting – call to order – Marsha Cutting, CO Chair

Meeting called to order by presiding Chair Marsha Cutting at 4:41pm (apologies for being late). Greeted all. It may be more of a check-in than a full meeting (waiting for Damiana to return). She is our Chair Emeritus (departed in Jan.) She has seen one of these events. Marsha only had her first in-person event recently, so it is helpful to have someone with experience (aside from local partners). Marsha is grateful for her help (Steven may be familiar).

2: Roll Call – and known absences (Quorum = 5, excluding staff) – Marsha Cutting, Chair

Present --

Staff: Emily Heike (Program Specialist), Elizabeth Gordon (Executive Director), Elaine Stefanowicz (Program Coordinator)

Members: Dave Carl (Vice-Chair), Ivyanne Van Der Peet (Member), Lyn Sowdon (Member), Resa Hayes (Partner), Marsha Cutting (Chair), Steven McCray (Member), Jennifer Simons (Partner), Yunus Butt (Partner)

Absent: Damiana Harper (Chair Emeritus), Susan Matt (Member), Krista Milhofer (Partner), Michelle Pappas (Partner), Alicia Lauth (Partner), David Evjen (Partner), Daniel Ledgett (Member), Patti Dailey-Shives (Vice-Chair), Leslie Purser (Member), Claire Salvini (Partner), Kenny Salvini (Partner), Lucy Barefoot (Partner), Aerijs Franklin (Partner), Yvonne Bussler White (GCDE Chair), Ryan Parrey (Partner)

Quorum of 5 members un-met.

3: Housekeeping rules & approve last meeting minutes – Marsha Cutting, Chair

Standard housekeeping rules reviewed (state your name, raise your hand, speak slowly & 1 at a time).

Motion to approve minutes called by Marsha (if reviewed). Quorum not met (-1). Tabled, carrying on (revisit later). Purpose – catch up, same page – happenings since last meetings – FYI.

4: Site selection & partners update for the 2025 event (Spokane) – Marsha Cutting, Chair

- a. Update on venue/timing for Apr – City Council Chambers – Marsha C. /Steven M. (member)

-Does the room have Zoom capability for GCDE members to join virtually due to the travel freeze?

Logistics:

It has been challenging for GCDE members to have input (relying on locals). Should be working on a process for the LAP on Fri. a.m. (separately meeting with co-chairs next Fri. p.m. 2/21 – let us know if you want to be involved – how to give everyone a chance to provide input accessibly on 3 main topics from Town Hall). Current process not accessible to blind/low vision. Will need to be done in-person for locals (GCDE virtual).

Steven found out what was available in terms of dates – after talking with he and Jennifer, we need to proceed with Good Friday (though not ideal). Need to get it set to move ahead – hopefully people can attend in the morning on Fri. (services evening). Any comments?

*Resa – check another date – lot of people not interested in attending on Good Friday (special day – suggests going back to see what we could do about the date – do we have a flyer yet)? Marsha less concerned about Good Friday – Town Hall is on Thurs. pm (full community concerns). Hybrid – in-person or Zoom (Friday is **Leadership** Planning). Make it work. Thanks for input, hopefully Thursday will work. Yunus dropped off (adaptive sports). Unsure of language spoken.*

Do we know that City Council has Zoom (yes for their meetings, asked if we wanted use it, Steven said yes – CC TV for broadcast too). He will touch back with them (Steven). Until dates were set, hadn't followed up, will do so now that date is set. Congrats on MSW Steven.

Editor's note: Since the last meeting, we have decided to stick with the April 17-18 date at the City Council venue despite the Good Friday concerns. We needed to finalize the date/location to move forward with some of the other pieces and are hoping to get more buy in this way, and less confusion with staying at 1 venue. Town Hall will be hybrid from 5:30-7:30pm and Leadership hybrid from 8:30-10:30am (typical time frames). Room held from 5-9pm and 8:30-12:30.

- b. Update on reaching out to new partners (Gonzaga, other ideas i.e. tribes, colleges, hospitals for save the date/partnership) - Marsha/all

-Provide a quick overview of what ACAC is and overview the typical CO event/format for new partners, if present?

Editor's note: Hopefully folks should know the vision by now (locals in-person, GCDE virtual). Town Hall hybrid, locals facilitate, GCDE support (workgroup meeting next Fri. to think thru facilitation for equity & accessibility of both meetings). Debrief online (locals could meet at a restaurant if desired – pick 2-3 themes from Town Hall for Leadership). Leadership hybrid – same venue (inviting other counties for a joint ACAC virtually with CIL help TBD). List top topics, circulate for input, ID commitments, follow up.

Any new partners to invite& ACAC updates?

Jennifer and Steven met – she went to an expo last week – reaching out to various communities. Doesn't have her notes – met a former ACAC member/former other members/history (Jennifer is familiar from her time at Eastern). She does have those contacts – may be interested in attending – such as Dave Reynolds (A4A – Blue Path app for accessibility mapping, former ACAC Chair). Hand from Resa. She and Steven have contacts to invite (once finalized). We can also invite the City contact once more final, per Jennifer. Ivy will share her email in chat to work with Jennifer on contacts. Lyn will help too (email in chat also). Ivy: ivyanne@ivymentalhealth.com, Lyn: toyoursuccess100@gmail.com. Dave can help too.

The event is local to Spokane and Stevens County (not statewide). Is Brian Nichols – Coordinator for County DD/DDA services invited? Marsha isn't familiar. Jennifer has contacts there – we could send flyers to their front desk/intake specialist.

Need to think about reaching out to other possible partners (Gonzaga, tribes, colleges, hospitals – several colleges there per Resa). Eastern, Gonza, Whitworth, 2 Community Colleges, Central, Arc – tons of folks to get it out to. Who should take what? Send us a list to email to? Ivy is happy to help with outreach to locals – needs messaging help. What are the dates – 4/17 & 18.

c. Update on draft written materials (save-the-dates)? – Marsha Cutting/staff

Editor's note: A save-the-date flyer has been drafted (Steven shared it out in a meeting recently). The Zoom registration and RSVP piece will still need to be added. It will also need to go thru our ESD Comms. office for approval and assistance with promotion. Emily has access to old marketing plans (TBD), invite letters, partial contact list, and GCDE website, listserv, and Facebook for sharing out, as well as old talking points (and other materials, such as surveys, commitment statements, agendas, supply/budget lists, etc.). These will need to be updated.

Re: the flyer – we do have it (thanks to staff). Did Steven print/share it at event (printed a couple, wasn't in town over the weekend, hasn't been able to). Does it make sense to share it with all locals (Jennifer and Resa currently?) Resa would like it (and Krista). Jennifer too. That's a win thankfully. Marsha reviewing agenda on phone.

*Hand from Dave – getting a list of places to contact – he's willing to reach out to people as well if we have a list to work from (divvy it up – coordinate). Re: messaging per Jennifer – send them the flyer and invite them to take part, contact us for questions. If we have the flyer (Jennifer) – possibly add explaining GCDE/ACAC. She has a lot of college contacts (accessibility centers – formulate message/reach out). Homeless coalition thread too – for charities/healthcare. Event on **Wed.** for transport reps – public and para, Issac Foundation, special mobility services (will bring it then). ADD LOGOS – send to Emily ASAP – email in chat*

(Jennifer will send). She will formulate lists. Emily will work on the flyer tmrw in am/early pm. Resa, Jennifer, and possibly Steven will connect to share contacts (8:30-10:30, 2:30-4:30 tmrw). HayesResa@gmail.com – meet w/ Jennifer at 3:30pm Tue. for collaboration on contacts. Resa will send PFOW logo too (Emily to email her). Any other contacts – ACAC? Steven talked to Alicia this morning – hard to get moving. She was invited but had a conflict – may attend in the future – ready to help (other commitments). Also add to agenda (contact workgroup?).

Translation services for the save-the-date flyer – Marsha Cutting/partners

Editor's note: Lucy is willing to translate it into Spanish. We identified other top languages spoken in the area but cannot contract for other translation services.

We don't have translation services for the flyer. We can't pay to contract into other languages that are spoken in the area. Lucy Barefoot has volunteered to help with Spanish. Ukrainian, Arabic, and 1-2 others (check notes). Thoughts on how to make that happen – could community members help? Jennifer has thoughts but no guarantees – has relationships with refugee non-profits (unsure of their services/volunteers). More crisis based. We should still check with them. Elaine suggested using student groups. If we reach out to ESL folks, what happens if they attend the event, per Jennifer? We are unsure how to address this (and meet the need if requested). Registration is needed to attend on the Zoom (to receive link – and for in-person if possible). We need to think about if we can give full access to ESL folks – and provide the same professional translation/interpretation as ASL, considered 1st (\$). Refugee groups are limited. What about other partners? There may be a state contract for translation services – whether ESD has it is TBD. The event is being put on to represent the Gov's office (volunteerism for translation services may not be ideal). If we can't fully support it, we shouldn't invite people that way (ESL groups). We need to look into it further (\$ ideas would help for allowability). We may hold off on asking about translation. Is there a local D/HoH group – no – Sandra Carr is there (when there was a group, she ran it). There is ODHH, and a FB group is about it, Jennifer is involved with both – she can share contact info/on their FB (NEXUS is defunct). Elizabeth will check with Jim House for other contacts D/HoH (Aerius attending in the future and may have other ideas).

d. Update from transit authority board re: shuttle? – Steven McCray

Editor's note: The Spokane Transit Authority Main Office and Paratransit phone numbers were listed on the draft flyer.

We weren't able to get a shuttle from the transit service (paratransit users statewide can order pickup). And guests can be added – but no dedicated shuttle. Were there senior or community centers who could help – Arc? Shuttles to/from where – from home or central location to town hall (may be a liability issue with home pickup). Transport services that aren't volunteer based are Medicaid based – won't work. Arc Vans go into the community. It is sign up based for Arc. How late does ACCESS run (12AM). 7:30 for Town Hall should be OK

(reservations needed 3 days in advance – long wait time – know where/when).

e. Update on food items? – Marsha Cutting/partners

Editor's note: The times will not change. Previously we have discussed getting food from Costco (to include dietary restrictions). Someone will need to take the lead on this, but it was decided to address this later.

Think about food items – low down on list – inclined to let it go. Anything else today? Getting flyers with logos on it, getting it out to as many people as possible. Can we read the flyer? Not in front of Marsha, somewhere in email (Elaine will get it). Jennifer contacted Ivy/Lyn to work on contacts. She and IvyAnne will work on sending it out (not available tomorrow). Will share Addresses, phone #'s, websites. The three will work on collecting a list of folks to share it with, and sharing it out. Elaine sharing flyer. Check for most recent version – request – registration (add back). Damiana is facilitating. Out of time – adjourned at 5:30. Marsha - Text Resa later at 509-904-3842. Emily can share the flyer once logos and Zoom link are added. Next meeting 2/24, Mon. at 4:30. See you then.

5: Compiling a list of disability organizations with conventions we could attend – any updates on list, other ideas (i.e. MS and Deaf/HoH groups?) – Marsha C./Patti Dailey-Shives

Editors note: Patti has a list from DOH that Emily searched for Spokane and started to develop a contact list. We will need help in spreading the word locally far and wide.

6: Reaching out to other GCDE members who might be able to attend conventions with us (tabled last meeting until list above is completed) – Marsha Cutting

Tabled.

7: Next Meeting date, time, and cadence decided – all – currently 2nd & 4th Mondays at 4:30pm in Feb-May.

Currently 2nd and 4th Mondays at 4:30 with ad hoc workgroups as needed.

8: Action items – to be captured in minutes with any pertinent links

Meeting adjourned at 5:30pm hearing no objections.

Minutes reviewed on [Month] , 2025 by:

Chair, Marsha Cutting

Program Specialist II, Emily Heike