



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

Community Outreach Subcommittee Meeting | May 5th, 2025, | 4:35-5:31 pm

**Minutes (taken by Emily Spears, GCDE Program Specialist II)**

**1: Welcome to the Community Outreach meeting – call to order – Elizabeth Gordon**

*Meeting called to order by Executive Director Elizabeth Gordon at 4:35pm.*

**2: Roll Call – any known absences? (Quorum = 5, excluding staff) – Elizabeth Gordon**

**Present:**

**Staff present:** *Emily Spears (Program Specialist), Elizabeth Gordon (Executive Director)*

**Staff absent:** *Elaine Stefanowicz (Staff)*

**Members present:** *Dave Carl (Member), Marsha Cutting (Chair – joined late)*

**Members absent:** *Ivy Anne Van Der Peet (Member), Daniel Ledgett (Member), Patti Dailey-Shives (Member), Suzi Matt (Member), Lyn Sowdon (Member), Steven McCray (Member), Leslie Purser (Member), Yvonne Bussler White (Chair)*

**Partners present:** *Jennifer Simons (Partner), Michelle Pappas (Partner), Aerius Franklin (Partner), Michael Skog (Partner), Resa Hayes (Partner – joined late, conflict),*

**Partners absent:** *David Evjen (Partner), Yunus Butt (Partner), Claire & Kenny Salvini (Partners), Ryan Parrey (Partner), Alicia Lauth (Partner), Taurus Richardson (Partner), Bill Kinyon (Partner)*

**Emeritus present:** *Damiana Harper (Emeritus)*

**Associates absent:** *Lucy Barefoot (Associate)*

**Quorum of 5 members unmet** *(only needed for minutes – can move forward either way).*

**3: Housekeeping rules & approve last meeting minutes – Elizabeth Gordon**

*Motion held to approve last meeting minutes – quorum unmet.*

**4: Site selection & partners update for the 2025 event (Spokane) – Marsha Cutting/staff**

**a. Town Hall: Top topics, next steps – Marsha/all**

a. **Document with top topics – narrow down – Marsha/notetakers**

*We need to narrow it down to 3-4 topics for the LAP. We likely can't proceed on this w/o Marsha. She joined late. **Decision:** Accessibility, shelters, transportation.*

**Top topics identified were:**

*-Public spaces accessibility (library, city council) – this might be impacted by the ACAC (community based).*

*-Housing struggles – accessible/affordable (**this as the top one**) & shelter concerns – should we include shelters in housing, or separate it out?*

*-Transportation barriers (typical issue) – paratransit area, sidewalks, crosswalks, etc.*

*-Employment roadblocks – DVR wait times, driver's license policies - the bill passed re: not requiring a driver's license on postings unless needed for a job requirement (awaiting Gov's signature). Likely we don't need to include this then. We could possibly announce that bill as a best practice at the LAP. We may not be able to impact DVR times.*

b. **Following up with Town Hall attendees – Marsha/all**

*Town Hall attendees who indicated interest in participating will be invited. It might be worth following up on the driver's license bill for the attendees – Marsha can write out an email if needed (it might make more sense to do at the event so the email doesn't get lost in the invites trying to get folks there).*

c. **Debrief housing panel – Marsha/all**

*Jennifer and Michelle gave an overview of the housing conference presented to the City Council.*

b. **Rescheduling the LAP – Marsha/all**

a. **Finalize how to hold LAP (script/roles) – Marsha/all**

*The script and roles document are in progress, needing to be finalized (add community partners to roles, and add top topics, best practices to script).*

b. **Inviting people to the LAP – elected/dept. heads, etc. – Marsha/all**

*Dave, Lyn, Ivy (TBD), and Patti have been asked to help with this. They have the revised invite letter, flyer – it has the list of topics – adjust housing if possible pending status outreach communications, calling script – this may need to be updated again TBD, and the contact list with assignments (city/county officials, and Town Hall folks).*

c. **Next steps for LAP reschedule (materials, etc.) – Emily**

*Accommodations have been secured (remote CART, in-person/virtual ASL).*

*Marsha has approved the agenda, commitment statements, and sign-in sheets.  
Survey to be provided via Zoom link, email (TBD) and printed onsite.  
See below for follow up items.*

**5: Next Meeting date, time, and cadence– all – currently **1ST & 3RD** Mondays at 4:30pm in May.  
(Debrief TBD).**

*Next meeting on 5/19 at 4:30pm. See you then. Thank you.*

*Additional meetings still needing to be arranged (see below).*

**a. Event walkthru (not discussed)**

*Possibly: Afternoon of 5/27 or 28?*

**b. Technology meeting (not discussed)**

*Maybe: Late morning or afternoon of 5/22 (DSB volunteers to help in Bill's stead)?*

**ACTIONS:**

- We will add the driver's license bill [HB 1402](#) (job postings) to the list of best practices for the LAP.*
- Town Hall attendees who expressed interest in participating will be invited to the LAP.*
- Staff/Marsha will follow up with Michelle re: the housing panel.*
- Folks can email Michelle ([michelle@futurewise.org](mailto:michelle@futurewise.org)) with questions about their housing efforts.*
- We will encourage Town Hall attendees to attend the housing coalition meeting on 5/28 at 2pm.*
- Michelle will provide a report back about their housing efforts/ordinance to open the LAP meeting.*
- The talking points and roles documents will be updated w/ local partners, best practices, and top topics.*
- We (Marsha/staff) will revisit the outreach materials (flyer, calling script) on Tuesday.*
- Dave will send out his invitations Monday evening or Tuesday.*
- Emily will revisit the Town Hall survey comments for any other topics folks had wanted to discuss.*
- Jennifer will follow up with staff/Marsha about the comments she heard from former ACAC members.*
- A decision needs to be made about how to provide the LAP survey (Zoom link, printed, AND email?)*
- We need to follow up with Steven about the status/confirmation of the LAP library venue booking.*
- We still need to schedule a couple of additional meetings as well (a tech meeting and event walkthru).*

***The next group meeting will be on Monday 5/19 at 4:30pm.***