Community Outreach Meeting Agenda

Governor's Committee on Disability Issues and Employment
November 9, 2026, | 4:00 pm – 5:00 pm
Zoom link: *GCDE Community Outreach Meeting | Zoom* ***(*New*)***

Meeting Purpose

Plan for the 2026-2027 Community Outreach activities.

Meeting Results

By the end of the meeting, participants will:

- Review remaining implementation timeline
- Begin drafting on 2026 project: ACAC Fact Sheet – discuss ideas
- Volunteer for roles to support the work
- Approve revised elevator pitch
- Confirm next steps and meeting cadence

Time	Agenda Item	Person Responsible
4:00	Call meeting to order / roll call	Dave Carl, Chair
4:05	Approve agenda and minutes	Dave Carl
4:10	Review implementation timeline remaining	Dave / Emily
4:15	Begin drafting 2026 project: ACAC Fact Sheet ideas & volunteer for support roles	Subcommittee
4:45	Approve revised elevator pitch	Subcommittee
4:55	Wrap-up: next steps and meeting cadence	Emily / Dave

Implementation timeline:

Key Actions

November: Identify gaps in existing ACAC brochure/what to include in fact sheet, volunteer

December: Revisions, design coordination, accessibility checks

Jan. 2027: Publish online, post to GCDE listserv/Facebook

Goal: Create a fact sheet on Accessible Community Advisory Committees, county-based advisory groups that help local govt. identify accessibility barriers, improve inclusion, and support disability communities (eligible for GCDE grant funding).

Why: Ties into our larger goal of conducting outreach to rural and underserved communities in order to increase inclusion & access to resources.

Purpose: supplement existing materials (ACAC brochure, website information); efforts being made by AC subcommittee to reach out to counties who haven't established one i.e., Spokane; 1-page sharable flyer for interested counties (publish ASAP).

Possible topics for consideration – ID gaps in existing brochure:

- What ACAC's are
- What ACAC's do
- The benefits of creating an ACAC
- How to form an ACAC
- Who serves on an ACAC
- Funding opportunity (grants)
- Examples of funded projects
- Tips for success
- Resources

Roles needed:

- Subcommittee vice-chair
- Drafting fact-sheet content
- Assisting with design coordination
- Review, proof, accessibility check

Elevator pitch (revised)

GCDE, the Governor's Committee on Disability Issues and Employment, our goal is to help people with disabilities have equal opportunities in life. The Community Outreach Subcommittee is a project of GCDE. Our work centers on conducting outreach to facilitate, encourage and celebrate local disability communities, especially in rural and underserved communities. 90% of our members have disabilities with lived experience, so we can include real voices and experiences in our work. We help guide the government, support inclusive employment, and educate communities. Our goal is simple: A Washington where people with disabilities are included and have the chance to succeed. To learn more and get involved talk to me or visit [Link: Governor's Committee on Disability Issues & Employment (GCDE) \| Employment Security Department] for more info.

Community Outreach Subcommittee – Meeting Minutes

Governor's Committee on Disability Issues and Employment
Date: October 12, 2026.
Time: 4:00 pm – 5:00 pm
Location: Zoom – GCDE Community Outreach Meeting
Recorder: Emily Spears

1. Call to Order / Roll Call (4:00)

Lead: Dave Carl, Chair
Summary: Meeting called to order by presiding Chair Dave Carl at 4:04pm. Thank you for being present since we cancelled last month. Note: there is now a new meeting link. Agenda shared onscreen.

Members Present:

- Dave Carl, Chair;
- Dean Olson, Member (leaving early);
- Napal Tesfai, Member.

Quorum: Unmet (4)

Members Absent:

- Lyn Sowdon, Member (conflict);
- Ed Lam, Member;
- Patti Dailey-Shives, Member (conflict);
- Lucy Barefoot, Associate.

Guests/Staff:

- Emily Spears, Staff;
- Elizabeth Gordon, Staff;
- Kelly Brunson, ASL interpreter.

2. Approval of Agenda and Minutes (4:05)

Lead: Dave Carl

Discussion:

- Agenda for October 12, 2026, sent out with reminder.
- Minutes from previous meeting sent out with reminder (below agenda).

Decision(s):
Agenda: **Approved** / Approved with edits / Not approved (**notes**: Napal moves, Dean seconds, no objections).
Minutes: **Approved** / Approved with edits / Not approved (**notes**: Dean moves, Napal seconds, no objections).

3. Review Remaining Implementation Timeline (4:10)

Lead: Dave / Emily

Discussion Highlights:

- Emily reviewed the implementation timeline as listed on the agenda.
- **Once a draft 1-pager is developed, send to AC subcommittee for review**. We heard from some ACAC's last week.
- The AC subcommittee is working with a few counties this year to reactivate ACAC's.
- AC staff reached out to Benton, Spokane, & Douglas counties via a letter and brochure. Benton and Douglas are still active, and redid their paperwork. Spokane has not responded, **staff will reconnect**. One subcommittee member plans to connect with Grays Harbor & Mason counties, **awaiting response** (would be new). King is also interested (but more resourced).
- **There are currently 14-15 ACAC's (out of 39 WA counties so there is room for growth**): Benton, Clark, Clallam, Cowlitz, Douglas, Island, Jefferson, Kitsap, Pierce, Skagit, Spokane, Thurston, Wahkiakum, and Walla Walla/Columbia (joint).
- Are there other counties we've ID'd who are struggling? We have a pretty good sense of that, such as smaller or geographically diverse counties having enough folks with disabilities at the table and/or county staff support (we can't pay for that). It is an ongoing process of support. Counties have different processes. Elaine could share more.
- We partner with the SOS office on expanding voting access committees.
- **In process of standing up new Resources page on the GCDE website to put this** (and other resources).

Action Items:

- **Item / Responsible**: Run ACAC fact sheet by AC subcommittee for review – Dave.
- **Item / Responsible**: Stand up Resources page on the GCDE website – Emily.
- **Item / Responsible**: Invite Elaine to next meeting to share more – Emily.

Reference: Implementation Timeline (2026)

September	Revise pitch language, begin drafting fact sheet material, volunteer via email
October	Discuss fact sheet material, next steps

November Finalize materials, coordinate design, begin accessibility review, & approvals

December Publish materials, outreach rollout by end-of-year (place to put it on site!)

4. Drafting 2026 Project: ACAC Fact Sheet Ideas & Volunteer Roles (4:15)
Lead: Subcommittee members

Ideas discussed:

- General need-to-know information (what we have so far – see references).
- Establish **what they are and how it benefits them: data, testimony, impact stor(ies)** and what they do. (Existing info includes how to form, how to get funding, project examples, resources etc.) Current brochure is focused on the county.
- Benefits of having one (there may not be a knowledge), contact people, etc.
- What can we include that's not duplicative of the brochure. Partnership between the county and PWD that acts as a **resource** to increase access for PWD in the community (beyond just funding). **Keep it simple**: this is what it is, this is why it's important, here's who to contact, here's a link. 5 w's (who, where, what, when, why). Focus on impact vs technicality – **increase visibility**: ability to form a joint ACAC if population <70,000k (share out on list and socials).

Volunteer roles identified:

- Review the existing brochure – identify gaps in content – all.
- Next meeting: finalize what we want to include on our 1-pager.

Action Items:

- **Item / Responsible**: Group to review current brochure and ID gaps/what to include on our 1-pager for the next meeting – all.
- **Item / Responsible**: Emily to share existing brochure, meeting summary and action items to discuss at next meeting; elevator pitch to approve asynchronously.

5. Approve Revised Elevator pitch (4:45)
Lead: Subcommittee members

Discussion:

- Will be approved offline.

See reference material: *Revised elevator pitch*.

Outcome: Approved / Approved with edits / Not approved – **complete asynchronously**.

6. Wrap-Up: Next Steps & Meeting Cadence (4:55)

Lead: Emily / Dave

Next Steps:

- GCDE staff to connect with Dave on next steps re: Clark County.

Meeting Cadence:

- 2nd Mondays at 4:00 pm
- **Next Meeting:** November 9, 2026, at 4:00 pm

6. Adjournment

Time: 4:58 pm.
Meeting adjourned by Chair Dave Carl.