

Governor's Committee on Disability Issues and Employment (GCDE)
Community Outreach Subcommittee | August 29, 2023 | 4:00-5:00 pm

Minutes

1: Welcome to the Community Outreach meeting – Meeting called to order by Marsha at 4:03. Welcomed all. Checking past minutes and flyer. Confirming about attachments. Ryan is all set.

2: Roll Call – Present: Emily, Ryan, Elizabeth intermittently, interpreter (staff); Carley, Marsha, Matt, Lilly, Andy (internet issue), Angie, Nathan, Patti, Damiana, Amy. Phone user (Lucy), Daniel.

Absent: Dave and Eric excused.

3: Housekeeping rules – Reminder to please be patient with Sorenson, take turns, ID yourself.

4: Recap of August 15th meeting – Masha recapped that we covered a lot of items, and that you should have gotten the minutes, but they are detailed and hard to summarize without prepping in advance.

- a. Mostly we worked on who to invite – concern about focus only on elected officials, we should also spend time about thinking on how to reach out to local PWD. That's the main point.
- b. Also discussed the flyer (sent in advance). Marsha has not reviewed the registration form. Patti and Ryan with hands up. Bad thunder in Puyallup area. Patti asked for permission to send the flyer to her contacts in the area (approved). Hoped all is well with Patti and folks nearby (and pets). Over to Ryan. Ryan wondered if Marsha could share the flyer on Zoom (Marsha has it opened and wondered if that would be helpful to folks). Carley already looked at it. None heard. Marsha wondered if we want to let people know about the transport assistance. Carley thinks we should try to get an estimate of who needs CTRAN before advertising it. May be difficult, and not an exact number, but should try. Catch 22. Lilly thinks we should add the contact and phone, and then leave it up to folks to arrange it themselves (they'd have to be setup for CVAN already). Could be opening a can of worms if we try to arrange rides, has done it for other events, is a lot of work. Just let people know it's available and provide the contact info. Lilly can't attend future meetings or the event, too much else going on. Appreciate the help. Carley concurs. Dave is talking to CTRAN about arranging extra supplemental evening service shuttles (exception to signing up for access buses. Have done in Kitsap Co). Hold until we find out more from Dave. Ryan wants the flyer to be short and simple. They can register via the link. The additional information will be there or via email. Lilly suggests putting it on the flyer (address). Registration can be seen as a commitment, vs if it's open, folks may just show up. If they need help, they can register, but if they don't they should still be allowed in for the Town Hall. Registration is important for those needing accommodations. Matt wonders if we could have a separate link for if anyone has special needs. Some info may only be relevant to the second meeting per Marsha. Ryan noted about gathering the info in his email. Marsha asked if we could add the location back on the flyer. Lilly suggests address and building name/floor number. Ryan is concerned about people just showing up without registering. Signing in during the meeting takes up too much time. It will be quicker to do it online in advance vs on paper during. Marsha wants people to be able to show up, though we should try to get people registered, but it shouldn't be a requirement (Lilly concurs). Damiana as well. We can take care of it then.

Technology may be an added barrier. Carley wondered why people need to register for the Town Hall (understands the leadership breakfast). Thinks it could be confusing the more links and details we have to manage. Marsha notes that we need to make sure they have accommodations. Over to Ryan. He noted about the refreshments as well and restrictions. Carley clarified that there will be food at both meetings. Thursday night will be refreshments, Friday morning will be breakfast options. Marsha doesn't know that folks will have an expectation that their dietary restrictions will be met and can bring their own snacks. She thinks we'll have enough to deal with. Lilly concurs and doesn't know that we need to even provide snacks on Thursday. She hasn't been in a great while. But there weren't snacks, people came if they could, and that they could sign in if they wanted. She does remember a breakfast. For the flyer, Lilly will share with her network also. Matt and Damiana with hands up. Carley will share with her networks as well. Matt agrees with Lilly that we may not need to provide snacks. If there is a separate link for those needing accommodations as opposed to everyone, that may be fine, unless the information is needed. Marsha's reply then Damiana. Marsha sees value in having an attendee list, particularly if an ACAC is an action item. Over to Damiana. Damiana had a couple things. In the past, though we may be able to deviate, folks haven't had to register for the town hall but were instructed to call or email the Program Coordinator. Since she's been doing it, they have provided things like meat, nuts, cheese, and fruit available for perusing. It doesn't need to be complicated. She concurs with getting folks info, even at a sign in table. Ryan believes electronic would be easier, and she's not opposed, but doesn't want it to be a barrier. Technology use may be limited. We want everyone to come and be heard. Marsha and Lilly agree. Carley as well. They have folks in both camps who want to participate. If they can show up, great, and if they can register, great. It should be both options. We shouldn't turn them away. Noted. Amy's hand up. Amy in response to Damiana, without getting in the weeds, doesn't want that to be a barrier. Folks maybe will be coming right from work. We should provide water or small things in case that's an issue for folks. Elizabeth thoughts? Over to Lilly. Suggested to register if assistance is needed, sign up during the meeting if you want to be contacted, electronically afterwards to have it available after. Elizabeth? On the phone. Ryan will leave it to the group, but is concerned about having the information is on the flyer, it will be through Zoom for registration, so it's not too long. Marsha thinks we need a balance of being short and providing needing information. Patti noted that there are link shorteners available. Recommends it for adding the registration link to the flyer (or QR codes). Daniel hand up, same suggestion as Patti (QR code for phones). They are a useful tool. Marsha concurs. She has a contact to create them. Consensus reached? More info on flyer, not too much, but so they can get what they need from just the flyer. Focus on registration for those who need accommodations, and virtual attendance. QR code great, can help if needed. Ryan will take care of it. He and Emily will work on it tomorrow and resend for approval. We can send it out after the holiday.

5: Community Partner Briefings on Clark County – see above.

6: Review Town Hall Meeting flyer Discussion – see above. Feedback via email also.

7: Task Assignment on Clark County Master Contacts and Expectations - Marsha noted that this is next on our list with 20 mins left. Asked Ryan if he's been working on the contact list from what folks have been sending him. He understood and asked Marsha if members would be conducting the research for

elected officials, school personnel, etc. Agency heads, etc. and sending to Ryan to input into excel to be compiled and used to send the formal letter invites to elected officials for Friday as well as to the Town Hall on Thursday. Per Marsha, Lilly had sent names, and per the last meeting we can't use Google docs. The excel spreadsheet has worked for contributions in the past. Pause. Doesn't want to duplicate efforts. Lilly and Ryan hands. Lilly focused on govt. (elected officials to include Ridgefield, not Battleground). Others should be added. Thought we had decided against too many school folks, not her wheelhouse anyway. Taking off, has been a pleasure working with everyone, hope it goes well. Lots done and lots to do. Thanks Lilly for their efforts also. Mute when not speaking, background noise if possible. Moving on. Should Andy contact school boards? We are more interested in transition coordinators, or where absent, special education contacts in Clark co. (has it through OSPI and will compile and send to Ryan). Otherwise, we need subcommittee members to help with elected for Battle Ground (Carley can help), and wanted clarification. Mayors, City Managers, Council people. Camas needed also further out. Legislators also? Yes. Also La Center. Orchards, Livingston, Mill Plain etc. are parts of Vancouver. Will send to Ryan when finished. Is starting tomorrow. Lilly has done Ridgefield and Vancouver. Anyone else we're forgetting that we need to invite? Damiana added the media. Yes, included. The person who sends email listservs from the County, Marsha will work on that. She has contact from the NAACP. Maima Fahnbulleh. Diversity efforts. Angie is our newest GCDE member. Marsha will contact them along with a local church she found. We are almost out of time. Nothing else heard. Ryan will connect with Carley offline. Thanks everyone.

8: Other Action Items – see above.

9: Next Action steps -

- a. Ryan and Emily to update flyer. Add CTRAN info and phone number, address, registration link and contact for accommodations. We will look into using link shortener's or a QR code for registration (Marsha can help).
- b. We will work out a way to collect people's contact info (either in advance via registration or at the event so as not to pose a barrier but allowing that we have it for use after).
- c. Carley to work on gathering local elected official contacts aside from Ridgefield and Vancouver which Lilly provided for the invites. Other groups will also need to be considered (local PWD). Andy to send transition coordinator and special education director info. Marsha to contact NAACP and church. Will send to Ryan. Media to be included as well, such as at County (Marsha can check).
- d. Patti and Lilly and Carley will share the flyer with their contacts once approved. Will be resent to the team once updated, not publicized until after the holiday.
- e. Dave is still working with CTRAN on adding supplemental transportation.
- f. Assorted light refreshments to be provided at Town Hall (breakfast next morning).
- g. Ryan (and Emily if needed) will work on updating the contact list and excel with help from the local partners and subcommittee members as they complete their research.

10: Next Meeting date will be from 4 p.m. to 5 p.m. on Tuesday, September 12, 2023. Have a great Labor Day weekend.