

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

Community Outreach Subcommittee | September 26, 2023, | 4:00-5:00 pm

Minutes

1: Welcome to the Community Outreach meeting – Meeting called to order by Marsha at 4:14pm.

Welcome all. Checking in with folks. Hopefully more folks will join. Pause for Ryan to check email. Eric wanted the link and confirmed that he was using the link on the agenda, and no one was there. Elizabeth too. Ryan isn't sure what happened to Marsha, he just got an email from her a while ago and she didn't mention not attending, and wondered if anyone knew anything. Sound check. Damiana also saw the email from Marsha earlier, but does not know anything else, nor does Carley. Damiana saw that someone else had asked for the invite again and wondered if Ryan saw, oh wait, it is a different meeting - apologies. Emily saw an email from Marsha about her computer updating, so did Ryan, and Emily also saw emails about there being two links. Ryan asked Emily to email them, but then paused. He just forwarded the calendar invitation to Matt, Marsha, and Eric. Pause. Also, to Andy. He thought everyone got it last week. Matt arrived after an ordeal. Carley believes there may have been two links sent back-to-back last week, which may have been confusing, she deleted the one and used this one. Matt used the one on the agenda, and it wasn't working, same with Marsha. Still missing Eric who was trying to get in. Matt joined. Ryan is going to try to follow up on this and fix it to make sure it's the right one on the agenda for the next meeting and syncs with the calendar invite. He sent it last Thursday. That link didn't work. Carley was the only one who accepted it. Asked Marsha to go ahead. She is going to make sure Eric got the link, hang on. Matt just emailed him. Thanks. Marsha's computer restarted and updated Zoom in the middle of all this. Dave joined. Emily asked if someone could send the link to Elizabeth. Matt will.

2: Roll Call – Present: Emily, Ryan, Elizabeth, interpreter (staff); Marsha, Damiana, Carley, Ivyanne, Dave, Matt, Elizabeth, Eric, Lucy

Excused: Patti

3: Housekeeping rules - reminder to identify yourself before speaking and speak slowly for the interpreter.

4: Recap of September 12 meeting – We have finalized the flyer and it has gone out to people, which is a huge step forward – Marsha is excited about it, thanks to Ryan and Emily for all their work on that. Clarification that Elizabeth needs the link (Matt had sent it to Emily). Ryan can forward it. Dave has been working with CTRAN (Emily's hand still up, lowered). What is the situation with CTRAN, per Marsha. Dave filled out the application, and the needed information, and has been communicating with them. It looks like everything is done and completed on his part, when he talked to them via email, there seemed to be a high possibility that they could assist in some way without specifics yet. Everything is done, turned in, the form is completed – he gave as many details as he could, and they emailed back asking for more, so he knows they received it - so now it's down to them to process and finalize the specifics. Marsha is having trouble understanding Dave. He is on Zoom but is in the lobby getting his wheelchair repaired so there probably isn't a good signal. Marsha thinks she got this gist, he seems distant though, per his question about understanding him. Marsha apologized for jumping around on

the agenda. Ryan had a comment. He wanted to go back to the flyer. He wanted to make sure that people were able to distribute it. He also wanted to make sure it was sent to the ODHHS director and the two new case management staff down in the Vancouver area as well. Also, to the WSAD. They have a large distribution list in the county. He sent it to a couple of folks in the DB community and wanted to check in on other folks progress. Carley wanted to suggest, she tried to send the flyer out, but doesn't think it's in JPEG format or a proper picture format – so she couldn't send it out – but she was able to save it from the website and attach it to a Facebook post. She sent out information, just not the flyer itself. She suggested revisiting the format so we can just send out the flyer, instead of the entire post and hoped that made sense. Elizabeth wondered if it was accessible. Ryan deferred to Emily. Eric and Elizabeth joined. Emily explained about the flyer in the listserv post, link on website, and in the post (PDF). She will check on JPEG. Eric explained that it went out in Apple format, so people in Microsoft are going to need a Word or PDF version, it can be a struggle. He shared it with the spinal cord injury group. Marsha believes it would need alt text in JPEG so people could access it. Eric and Carley don't know about that, Carley just had trouble with the current format. Marsha asked Ryan or Emily to speak to this. Ryan hand up. He deferred to Damiana. Damiana confirmed for a screen reader it would need alt text (otherwise it just says picture). Marsha hopes someone can do that, aside from her. Damiana isn't sure what formats we have on the originals, but adding alt text isn't very hard. Marsha has heard that. Over to Dave. He's trying to understand what the issue is. He saw the flyer, got the email like everyone else did, does that mean he can't copy and paste it onto Facebook or someone else can't if he forwarded it to them? Carley clarified that people could download it from the website, but what we can't do right now is have just the flyer, and attach it to social media. It has to link from the website, and they have to download it from there, in order to see it. Dave had seen it, but wanted to wait until after this meeting to forward it, thanks. Elizabeth's hand. She is not a tech person; however, she thinks there's an option to save it as a JPEG. She is willing to try it if needed. Marsha thinks there are two questions. One is saving it as a JPEG, and number 2 is getting the alt text with it, because we don't want to send it out without it. Elizabeth is looking at it right now. We will defer to her on that and move on with the meeting. In Marsha's estimation, the biggest task is getting the flyer out so people in the disability community know about the event, and we have a month to do that – yikes. The second task is contacting the leaders in the community that we hope will work with us in gathering the information and attending the events. That's item #7 on the agenda.

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

6: Town Hall flyer Update – see above. Feedback sent via email prior to last meetings, QR code disc.

7: Task Assignment on Clark County Master Contacts and Expectations – Carley has 3 registering. That is great. They are leaders. Carley will check with them to double check, on the other two, and will let us know when we reconvene. One is John Ley, so we'll see him. Elizabeth's hand was still up inadvertently. She mentioned via chat she will ask Elaine to convert the PDF. Marsha asked Ryan if he wanted to speak about this item. Ryan said he still hasn't received the contact lists except from a couple of people. Patti and Lilly. Marsha has assigned this to different members, but he hasn't received the info back aside from the other couple folks. There is still more work and research to be done on gathering names for the invites. Time is of the essence. Marsha concurs. Andy was going to send the stuff about the schools, did he receive that. Ryan appreciates the reminder and did get info from Andy. Marsha thinks we need to go over the list and figure out what's missing, she doesn't have a clear view of that right now. Ryan said we don't have social or human services agencies. Lucy joined. The spinal injury group, nothing there, but

they are represented by our partners. The elected officials, and some education info from Lilly also is what he has, he can't recall anything else. Social services are the area with the largest gap. Carley is checking, it isn't for sure, but we may get someone from the Vancouver city council attending as well. If so, the folks she's invited will have registered, so doesn't know if another invite needs to be sent. Marsha wants to invite all of them via letter. She believes Dave works for a social service agency. Dave dropped off, likely due to his car appt. Ryan verified. Matt's hand up. Matt was muted. He thinks Dave works for the school district as a paraeducator. Marsha isn't sure. Matt could be wrong. Community partners, thinking about social services agencies who help PWD, what agencies come to mind. Not specifically about disabilities, it could be housing, transportation, or employment. Is there a WorkSource that could be invited? Carley will contact their case manager. She hasn't used many services, but the ones that she has used, would be called community enhancement services. They are services to allow PWD to be part of a community, voluntarily. Such as going biking at a race near Portland. She also used a service to have someone drive her there, and stay and help her. Recapped their purpose. Marsha said this is one example. Dave is back, apologized for dropping off. Last he heard, we were asking about community services in Clark Co, he has quite a few. He'll send out the flyer for agencies he's on the board for. There are a couple. One of the agencies has a lot of information, they know who to contact for different services, so he'll work with them to see who they suggest for agencies and parent groups and things. He thinks that may be a good place to start. He'll be meeting with them on Thursday and will work with them. Ivy needed to leave. Dave has other contacts in the county, and also works with one of the school districts. A bigger question from Marsha. In the past, when we've done this, we've always assembled a list of elected officials, social services, and staff has emailed them specific invitations. We had to do that, since we didn't have any local partners. This time, we have partners. So does it make sense to have them in charge of inviting people, or to do it both ways, or what. If we're going to send out letters the same way as in the past, then we have to have a list. Carley is going to share the flyer and talk to people 1:1 to see who would be interested in attending. She doesn't feel comfortable inviting the whole council, but will invite her friend there, whose attendance is TBD. She will talk to people personally, and those she knows, and see if they're interested. Dave knows a lot of the same people. Maybe he can help, she's not sure. She doesn't think a formal invite letter is needed, since there are so many people locally. She thinks it would add time that we don't have. Damiana's hand up. She appreciates the perspective but disagrees a little bit, she thinks it's important to get the formal letter because it's coming from our office and committee and has a bit more weight behind it, but following it up with a contact from local folks might be a good idea. Marsha is concerned that we'll miss people if we only talk to people we know, such as the city council. Matt and then Dave with comments. Matt concurs. He wonders about the possibility of some people getting letters and some not. He agrees with Damiana's suggestion. Dave concurs. We could follow up with personal contacts, emails, Facebook, but send a mass letter to various places. That means we need to get back to compiling the master list of contact info. Marsha wondered if Dave, Carley, and Eric could work together on the social services agencies to note in the minutes and ensure they are on the list. Is anything coming to mind? Where do you go when you want help with something? Dave goes to the DDA or DDC. Also, the Arc. Dave is on the PEACE board. There are different school districts that have their own offices with case workers and things. There is CTRAN obviously. Marsha thinks Andy covered the school districts. Eric noted the area agency on aging and disabilities of SW WA. Read purpose from website – helping elders.org. Clarification on area (SW WA?) Clark County only for the event. These are good places to start, per Marsha. Can you send Ryan the contact info for them? Carely, Dave, and Eric agreed. Ryan appreciates it. Marsha sees

Elizabeth's chat and her hand. Hopefully it is a JPEG version with alt text that she just shared. Elaine helped since Elizabeth doesn't have the right version of Adobe. Thanks to Elaine, hopefully that will work, and if not let her know and we can figure something else out. Marsha believes she downloaded and saved it. Elizabeth said we can email it after the meeting. Marsha thought that would be good. We've solved one problem, thanks Elizabeth, she concurs. Marsha wondered about nurses or caregivers to invite, that is a problem in her area. Dave mentioned ADDUS (per Matt). Elizabeth suggested independent living councils. Dave said the closest thing to a CIL is probably the PEACE organization. He's trying to work with the county on getting one established. Ryan hand up. For Dave, Carley, and Eric - can they send the list by this coming Friday. Eric and Dave confirmed. Eric will send it after the meeting. Dave confirmed too. Carely isn't sure about today, but will get it done before Friday. Thanks, from Ryan. We want to have the flyer and/or letter out to everyone ASAP. We want to invite everyone possible and get a head count.

8: Clark County CTRAN follow up or discussion – see above update from Dave on this agenda topic. He'll stay on top of that.

9: Clark County Per Diem – *New agenda topic.* Marsha defers to Ryan. 1 month left. Per diem is for those folks planning to attend to be able to pay for their travel expenses and per diem for participation. It applies to staff and committee members. He is trying to work out the room and meeting space at Hilton on West St. Another large group has taken the hotel. All ADA rooms are sold out entirely. We have to look for another hotel. Unfortunate, per Marsha. Calling around, per Ryan. 2 other places contacted, trying to get info. He will keep us posted. We need some accessible rooms. That's all on this for now.

10: Other Action Items – see above notes, as well as below list, for a consolidated recap of next action steps. Elizabeth to send flyer JPEG via email after meeting, Carley, Eric, and Dave to send lists to Ryan. 5 minutes remaining. Slightly over 1 month left. Lots to do. Are folks able to meet weekly next month? Eric yes, Dave thumbs up, Matt also. Ryan set up weekly meetings and needs to add the Zoom link. He also wants to make sure the link is on the agenda, so people don't get confused again. Carley most likely can. Confirmation about Eric and Matt. 3 minutes left. Anything else? Marsha lost the agenda and found it again. Ryan's hand up. He asked if we could summarize the next action steps. See below. Out of time today, thanks everyone for your work, it is appreciated. Goodbye all.

11: Next Action steps – Per Marsha, collecting the contacts so we can send the letter out as a first priority, and second to that is getting the flyer distributed to folks (post on social media or locally, hand it to people, etc.) Carely will email her case manager today or tomorrow to see if she has a list of social services folks. It may overlap with Dave's list. She'll defer to him if it's already on the list. Elizabeth sent the flyer to everyone. Ryan will fix the Zoom link for next time.

12: Next Meeting date will be from 4 p.m. to 5 p.m. on Tuesday, October 3, 2023. Moving to weekly.