

Governor's Committee on Disability Issues and Employment (GCDE)
Awards Subcommittee Meeting
June 16, 2023 – 11:00 am-12:00pm

Minutes

Welcome – By Vice-Chair Matt Nash.

Roll Call – Attending (staff): Ryan B, Elizabeth G. (Members): Matt N, Amy C, Clarence E, Cullyn F, Damiana H, Pat B, Daniel L. Excused (staff): Emily H. (Members): Janet B, Kevin F, Tammy S., Yvonne B.

Housekeeping Rules – Reminder to introduce oneself before speaking, and to speak slowly enough for interpreters to follow easily, also not to speak over one another.

Approval of Minutes from June 2, 2023 - Damiana moved approval, second by Matt, all members voted to approve.

Nominations Application Packet Update – Staff reported three completed nominations received so far (Small Private, Small Non-Profit, and Large Public categories represented.) Staff asked if/how nomination packets have been shared. Members have been sharing via social media (Facebook and LinkedIn mainly), and via several workplaces (Deaf and Hard of Hearing, Disability Inclusion Network BRG, and state agencies), both electronically and in print. Amy asked if committee members can make nominations; the answer is yes, but they could not serve on the specific awards selection committee for that category then. Ryan asked us to share the Awards nomination information broadly. Patti and Tammy have nominations in progress.

Marketing Workgroup Update – Ryan, reporting for Emily, said that a “reminder” to nominate went out on June 15, and another one will go out in two weeks, then the reminders will become weekly up until the deadline. As part of the Marketing strategy, each weekly reminder will have its own specific focus, such as a category (including sponsors). Ryan said we’re waiting on logos from three sponsors. Emily will share metrics from website (and reminders, if needed). Yvonne not present to share on her son-in-law’s decision to help with graphics.

Hotel room block Update – Good news from Ryan. Just yesterday (June 15), the state approved our contract to reserve a block of hotel rooms (at the government rate) for the Awards event in Wenatchee on October 6 (stay on October 5). Unfortunately, because the hotel only has two wheelchair-accessible rooms, it is important to reserve early. If someone needs a wheelchair-accessible room but both are taken, it may be possible to reserve a similar room at a different hotel, even if the rate is higher.

Travel Forms Update – Everyone planning to attend the Awards event should complete and return the travel forms sent to us by Ryan recently. They are due to Ryan before July 31!

However, for some state employees or those who completed the same paperwork for other GCDE travel recently (post-pandemic), it won't be necessary to do it again.

Information on Awards MC John Evans - Was provided by Ryan to committee members who weren't already familiar with him.

Other Tasks – *Ryan* is checking on the hotel audio system. Also, Emily could use volunteers for the award judging sub-committee – please contact her to volunteer. Meetings to happen during first couple weeks of August. Cullynn researching travel options.

Photo Event with the Governor with 2020-2022 Award recipients/employers Update – Possibly to happen sometime between July 19-21. Because there are so many recipients, it will take a while to get all the photographs shot. So, if one of the July dates doesn't work for the Governor, the photo shoot could get pushed into the fall or winter.

Next action steps – Based on notes taken (in Emily's absence), Amy noted the following tasks:

- Share nomination packet/info – everyone in GCDE, especially on this subcommittee. Let Emily know if you want to participate in judging in early August.
- Continue to produce marketing elements – social media (and email) reminders to nominate, Ryan to get sponsor logos. Yvonne to confirm if son-in-law can help with graphics.
- Reserve a room within the GCDE Awards block at the Hilton Gardens (Wenatchee) – be sure to specify if you require a room that is wheelchair accessible, as there are limited available. Ryan to check with the venue about assistive listening devices.
- Complete and return the travel forms – to Ryan by July 31 if needed (unless a state employee and already done through work, or for last year's event).
- Review Awards marketing materials and program (meeting postponed to late June) – Amy and workgroup. Emily will share metrics.
- Research and share alternative travel options – Cullynn and Emily by mid-next week.
- Continue to post/email/share “reminders” to submit nominations. Emily will share updates. Tammy and Patti will continue to work on their nominations. Yvonne also?
- Photo session setup in progress, updates to be provided as received at meetings.

Next meeting date and time: Friday, June 30, 11am to 12 noon (Amy is out of town that week.)

31st Annual Governor's Employer Awards

Friday, October 6, 2023

Wenatchee Convention Center

121 N Wenatchee Ave

Wenatchee, WA

Hotel: Hilton Gardens Wenatchee