



Governor's Committee on Disability Issues and Employment (GCDE)  
Community Outreach Subcommittee Team | November 4, 2024, | 4:30-5:00 pm

## Minutes

1: Welcome to the Community Outreach meeting – Marsha (*Damiana unable to join today, nor Patti*).

*Meeting called to order by Marsha at 4:32pm. Welcome all. Waiting for Susan (unable to join), Ivy Anne, Leslie (TBD), and Daniel (Elaine reaching out). 1 short of quorum possibly, may not matter (votes not typically needed).*

2: Roll Call & intros – Marsha (*intros not needed*).

*Present – staff: Emily Heike (host), Elizabeth Gordon, Elaine Stefanowicz*

*Members: Marsha Cutting (chair), Dave Carl (co-vice chair), Lyn Sowdon, Steven McCray (**wants to be officially added – makes sense**), Daniel Ledgett, Matt Nash*

*Quorum: 5*

3: Housekeeping rules – Marsha

*State your name, speak slowly & 1 at a time, raise your hand (unless called upon).*

4: Site selection & partners for the 2025 event (Spokane) – Marsha

a. Items needed from scouting team (restaurant/hotel/catering/transportation) – Marsha

- *Update on Kenny Salvini (Marsha), EWU adaptive basketball team (Steven), Index (Elizabeth), and DACNW (Elaine)? Kenny's contacts are in the mobility community. EWU has the disabled basketball team (Steven is not at his home computer with his notes). **When he gets home, he will reach out to a couple teams at EWU and Gonzaga (there is also a CIL that he will reach out to).** They (the CIL) are part of one in Idaho, we thought (Steven hasn't confirmed). We aren't sure they're attached. DACNW is in Idaho but just opened up an office in Spokane, they do a monthly newsletter (could possibly advertise our event), and seem active. Elizabeth says they (the CIL) are part of the same organization [as the one in ID], but provide services in WA (DACNW link shared in chat). **Elaine will reach out to them (DACNW) about our event on 4.17-18** (pending venue). Dave thinks we should reach out to the **college disability services**. He thinks there are **hospital(s) also (we may be able to reach out to certain programs** such as SCI). They may be sent elsewhere. Marsha thinks there are **2 goals: 1) Save-the-date/spread the word, 2) invite planning partners** (may help with ACAC). **Elaine shared info about the tribes** (they may have specific folks – they were hiring a health and disability services coordinator posting from the*

summer – may be the correct person, if hired). **If Marsha can reach out, that would be great**, or Steven will if needed (he doesn't have any contacts, he only knows Yvette Johnson loosely).

- Update on moving event to April (not 7-11). Hotel update (Davenport Grand) from Damiana?
- No hotel availability in March (sports tournaments). **Davenport Grand best Thurs. 4/17** (Thurs. prior to Easter). **Putting together a proposal for a block of 10 rooms with at least 2 ADA rooms (let know if >)**. Hopefully this is under control.
- Venue/room updates (from Steven?) The only date we had agreed on with the City Council venue was the March date from before, he had been waiting until the April date was decided, to reach back out to the council to confirm (17<sup>th</sup> and 18<sup>th</sup>). **He will talk to them and secure if available (tomorrow to expedite/confirm then email Marsha). He is requesting contact info for staff and Damiana (in chat) to coordinate – should be on meeting invite (he can contact Marsha). Elaine will send via email for staff and Damiana.** He suggests we move to >1 meeting per month for organization (or create a workgroup) as we get closer. The holidays are forthcoming. If we met more often until we were confident that things are lined up, it may be beneficial. For new folks, for awareness, **there are certain parts of the event that staff end up taking care of** (members aren't involved in). **Contracting with venue, catering, RA's etc.** FYI – **the subcommittee create the content of what they want written materials to look like and staff will create them (may happen between meetings)**. There are limitations to things that members can do in state govt. Know that **we typically meet more often closer to the event** (but some things might happen in between, and you might not be aware – FYI – don't panic). That helps Steven. We also postponed for a month (**Marsha feels we'll be OK if we start meeting more often in the new year**).
- Transportation in-town (no hotel van)? **Steven is in contact with the local transit authority board** (we need to get this firmed up). That would be perfect. Sorry so much of this is on him, this is why **we need more local planning partners** with PWD. **If they could be available to do a shuttle, it may not be needed, but it would be nice to offer (esp. for Town Hall).**
- Cancelling old city council chamber reservation in March (Steven?) No update – but **Steven will talk to them on Tuesday about reserving the new April dates (and likely cancelling the old ones)**.
- Book with Sodexo for new April dates (staff)? **Steven will share info.** Hopefully we can work this out – do we have the info needed? It would help to have **contact info (and a sense of how many people are anticipated to build a contract)**. It may be a **guess**. Steven will send it when he gets home.
- Put together formal invite for city council (staff)? Beginning to get the word out. All of our contacts locally seem to be within the blind/low vision community so far. See bullet #1. Folks don't know if there is a People First group (Lucas had mentioned People First in response to Marsha's earlier email – recent convention, Marsha couldn't attend. **Dave will double check.**) **We can't put the save-the-date together until we have the venue.** Do we need the hotel, as well? **Marsha isn't worried about catering and thinks we can figure out the debrief dinner 1 way or another too,**

*doesn't want to hold up for those 2 things, although we do need to figure them out. Elaine can help put the save-the-date together.*

- *Update from Steven (notes) on ACAC appts.? They appointed Ryan Perry (blind/low vision) and Alicia L. (not a PWD) – those are the only confirmations Steven knows of. They need more people, so if folks can help with this event, maybe they can join ACAC. **Ryan Perry is interested in joining this – we'd welcome him – Steven will share his contact info to get connected (Marsha can reach out to orient him).***
- *Restaurant update for post TH debrief – We haven't talked about that since we decided to move to this side of the river. **Elaine sent Marsha a list of some restaurants and the distance from the hotel** (sounded like good possibilities). She could share (or **resend it**). Marsha has it somewhere. Elaine will find it. Marsha doesn't want to wait on the save the date for this. (ideas: Red Robin, Brick West, PF Chang's, The Onion). **They seem like they should be reasonably priced.** Daniel had to leave at 5pm. This may be all we can do today; we could have 30 mins back. No other items heard. See you all next time, thank you, take care and have a good night (bye). Meeting adjourned at 5pm.*

#### **2026 meeting – Matt is here, any updates?**

*He may have been called away.*

5: Compiling a list of disability organizations with conventions we could attend – Marsha/Patti

- *Patti still working on this at last mtg. Divide up to check websites for conventions? We don't have the list and **Patti is not here, she said she will get it to Marsha this week**, but Marsha wonders if there is **an MS group and a D/HoH group**. It may be a short meeting.*

6: Reaching out to other GCDE members who might be able to attend conventions with us – Marsha

- *See above? **We can't do much about this without the above list, either.***

7: Next Meeting date, time, and cadence to be decided – all – currently 2<sup>nd</sup> Monday at 4:30pm in December (**12/9 at 4:30**)

- *Reassess new year cadence at Dec. mtg. – bi-monthly Jan-Mar, weekly Apr? Invite partners?*

8: Action items – Marsha looking at notes from last time. Links will be in minutes.

*1: Steven Mccray would like to be officially added to the subcommittee (Elaine sent an appt. letter on Tuesday morning, Emily will update the website).*

*2: Steven will reach out to the EWU basketball team, as well as one at Gonzaga, and the local CIL (Center for Independent Living).*

*3: Elaine will reach out to DACNW about our upcoming event in Spokane on 4/17-18.*

*4: Marsha will reach out to the Spokane tribes. Other suggestions: colleges disability services, hospital programs, there may also be a MS group and a Deaf/Hard of Hearing group. Goals: 1: Save-the-date, 2: invite to be a part of event planning.*

5: The Davenport Grand is available on 4/17 and is putting together a proposal for a block of 10 hotel rooms, to include 2 ADA rooms, and we should let them know if more are needed.

6: Steven will reach out to the City Council venue on Tuesday to see if he can expedite/confirm availability to secure it, and then email Marsha if so. The old dates will also need to be cancelled.

7: Elaine will email Steven staff and Damiana's contact info to coordinate.

8: Staff will take care of certain things (venue and contract for catering, RA's, creating materials with subcommittee approval) that may happen in between meetings. We will start meeting more often in the new year.

9: Steven has contacts with the local transit authority board (we also need more planning partners locally) to see about getting a shuttle offering (it may not be needed, but would be nice to have available, esp. for the Town Hall).

10: Steven will share the contact info for the Sodexo catering company that employs PWD when he gets home. We will also need an estimate about the number of people anticipated to attend for contracting (it may be a guess).

11: Dave will check to see if there is a local People First chapter we can reach out to.

12: We will need to wait until we have the venue to put together the save the date (Elaine will help). Marsha doesn't want to wait to do so until we have some of the other pieces finalized (i.e. hotel, location for dinner debriefing, catering), although we will need to do that too, but she is confident we can figure them out one way or another.

13: Ryan Perry (recent ACAC appt.) would like to participate in our meetings. Steven will share his contact info, and Marsha will reach out to orient him.

14: We have a list of suggested restaurants and their distance from the hotel (should be reasonably priced). Red Robin, Brick West, PF Chang's, and The Onion.

15: Matt was not available to discuss any updates about the 2026 meeting (Benton/Franklin). Tabled.

16: Patti was not present to discuss the list of disability organizations and has not sent it yet (supposedly this week). Tabled.

17: The discussion about conferences to table at was also tabled, as we do not have the list of organizations.

18: The next meeting will be on 12/9 at 4:30pm.