

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

Awards subcommittee meeting

August 17, 2022

11 am to 12 noon

**Minutes**

- 1. Welcome** – meeting called to order by Ryan at 11:02am, Janet is out on vacation so Ryan will be leading today, wishes everyone a happy Wednesday
- 2. Roll Call** – There were \*8 people including the interpreter on the call, Ryan, Emily, Matt, Clarence, Mike, Amy, and Lucas, so it was a small group today
- 3. Housekeeping Rules** – Please raise your hand before speaking, identify yourself, speak 1 at a time, mute and unmute as needed, create an environment of mutual respect, and explain reasoning for any dissention
- 4. Approval of August 10 meeting minutes** – Matt moves, Mike seconds, approved as is hearing no additions

Ryan provided an update on the venue here, stating that the ESD contracts office has received the documentation from the hotel, we are waiting to hear back and hope to have an update next week.

Ryan will be visiting the location (Embassy Suites in Lynwood) from 2-4pm on Tuesday to begin discussions with the team to work on logistics and setup. We have the banquet room reserved on October 21.

- 5. Social Media and Nomination Application Update** – Emily shared that there are currently 56 nominations total in the system, up from 52 last week, with only 4 still completed. As for social media, the final Governor's Trophy flyer will go out today, and the deadline extension notice out tomorrow, so hopefully with the extra time we will start seeing those completed nominations come in over the next couple of weeks.

Emily fielded a question regarding the completed status and when we can expect to see more nominations, sharing that many times folks are waiting

on support letters or information from HR, and that usually there is an influx right before the deadline.

Another question was posed about the timeline for judging, and Emily shared that we can be a bit flexible due to the Labor Day holiday directly after the nomination deadline, but hope to receive the conflicts of interest back as soon as possible and then target a full week to review materials.

- 6. Sponsorship Update** – Ryan shared that we are still working on requests and research, filling out sponsorship forms, and that the three sponsor suggestions of local sports teams have shared that they only provide in-kind donations of merchandise etc. (as opposed to financial). Some others only donate to non-profit organizations, as well. He shared that we are running out of ideas on the original list and would welcome additional thoughts.

A question was posed about current sponsorships and Ryan shared that we have 2,500 from Microsoft and now 2,000 from WSECU as well, for a total of 4,500. Another question was asked about how this compares to years past and the total sponsorship amount we would need to cover the event.

Emily confirmed that our current levels are along the lines of what we have received recently, keeping in mind that a virtual event is much less costly than an in-person event, and we would need upwards of 20,000 to cover our in-person events as they have been held previously.

Some members shared that they were having difficulty distinguishing between the work of GCDE and that of a non-profit organization for donation purposes.

Amy, Clarence, and Lucas also provided other sponsorships suggestions, see the chat and transcript. Questions were also posed about whether individual donations can be accepted, and the sponsorship letter can be shared.

- 7. Marketing Work Group discussion/Update** – There was no update on this topic, as Clarence had already left the meeting. We will provide an update next week.
- 8. Videographer Update** – There was no update on this topic, as Janet was not present. We will provide an update next week.

**9. Email teasers Discussion** – There was no update on this topic, as Lucas had already left the meeting. We will provide an update next week.

**10. Other Tasks and Projects** – There are not currently any outstanding tasks or projects to report on as we are still awaiting nominations, hopefully folks will finish them up soon.

**11. Next steps** – We are awaiting word from the ESD contracts office on the venue paperwork. We will continue to research suggestions of sponsorships and will send the letter. We will follow up next week with more information. Meeting was adjourned at 11:55am.

*12. Next meeting date: Wednesday, August 24 from 11 am to 12 noon*