

## Community Outreach (CO) Subcommittee meeting

Tuesday April 5, 2022, 4pm to 5pm

### Minutes

- 1: Welcome to the Community Outreach – Meeting called to order at 4:02 pm by Laurie on behalf of Damiana, we have heard from a few people that they are unable to attend and will share the information with them at a later time
- 2: Roll Call – Present: Patti, Larry, Matt, Andy, Warren, Elizabeth, Emily, Ryan, interpreter Laurie, Laurie Schindler, Reg and Bill. (Daniel, Marsha, and Damiana were excused)
- 3: Housekeeping rules – State your name prior to speaking, use the raise hand feature, mute when not speaking, use full names to keep people straight
- 4: Approval of March 22nd meeting minutes – Andy (and Larry) move, Matt seconds, approved as is
- 5: Any additions to the agenda – Hearing none, agenda stands as is
- 6: Colville Outreach update – Ryan shared that the task updates were emailed recently, Reg will be the backup notetaker (confirmed) and Bill will facilitate the LAP (confirmed), backup hand watcher still needed (Larry has since volunteered), Zoom tech support still needed (Clarence initial volunteer), please let us know if you are interested in these tasks, please share out the news release and Facebook post, clarification that ESD Communications office has sent the news release out to local organizations and media, hopefully community participation and attendance will be high, note that sometimes a personal contact is needed, more registrations are desired, numbers and updates will continue to be provided
- 7: Calling Script and task update – Laurie shared that the workgroup making calls to those not RSVP'd is making progress, there are some people we haven't heard back from, we received some additional information prior to the meeting which will be shared (Matt sent his and requests a resend to a Commissioner), currently it is Spring break so we'd ask that people assigned to make calls try again next week and let us know the results, we will resend invites to anyone needed and repost to the Facebook and listserv once weekly, let us know if you think there is anyone we overlooked inviting to the Leadership meeting, Emily will look into the shortened link shared on Facebook, Bill is willing to help follow up with more people and thinks we need a persistent strategy even if we don't have a weeks' time between the two meetings as we did last year
- 8: Dry Run Practices on April 12 and 19 – Laurie shared that we will have two dry runs for people to practice their roles on April 12 and 19, only two 1-hour meetings are planned now but we can try to schedule a third if needed, Reg mentioned he is unavailable on the 12<sup>th</sup> but can attend on the 19<sup>th</sup>, Ryan mentioned that the interpreters will be different at each practice run and the event so we should probably plan farther in advance next time for continuity, Emily will send email updates with registration numbers since the practice runs will take the place of our next two weekly meetings and brief time will be held at the start of each for any pressing matters
- 9: Next Action Steps – Next Meeting will be on Tuesday, April 12nd at 4pm to 5pm – Bill mentioned that it is pronounced Call-ville as opposed to Cole-ville and we should make adjustments accordingly, Ryan and Larry noted that the interpreters will be informed as well, Ryan is working on updating the

documents for the event, folks are excited and think it will be a success, we will follow up once invites are resent, meeting times for subcommittee members for preparation and debrief before and after each event will be confirmed forthcoming

Note: When speaking the word "Colville"

For those who come from Colville, they will say Call Ville

For those who come from Western WA, they will need to say "Coal Ville"