



STATE OF WASHINGTON

GOVERNOR'S COMMITTEE ON DISABILITY ISSUES AND EMPLOYMENT

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Awards Subcommittee Team Meeting

Thursday, March 14, 2024

12 noon to 1 p.m.

Minutes

1: Welcome, Roll Call and Housekeeping

Present: Staff - Emily Heike, Ryan Bondroff, and Elizabeth Gordon.

Members - Amy Cloud, Yvonne Bussler White, Matt Nash, Cullynn Foxlee, Damiana Harper, Clarence Eskridge, Daniel Ledgett, and Lucas Doelman.

Absent: Kevin Frankeberger, Tammy Stevens, and Janet Bruckshen.

2: Approve February 8th meeting minutes – As amended (add Amy's absence). Matt moved, Amy seconded, none opposed, motion passes/carries.

Two additions to agenda – ESD commitment (below), workgroup meetings (tabled for next meeting).

ESD Assistant Commissioner Phil White joined as a partner and met with Awards leadership and offered to help with marketing videos and publications for promotion and sponsorship.

3: Awards Event Location update – Ryan shared a presentation on various considerations for the location of the event.

5: Discussion on Luncheon vs. Dinner Night Gala - this information was included in the PPT.

Amy made a motion that we have a lunch event. There was a second and vote. The motion was approved unanimously.

6: Follow up on Work plan assignments - (tabled for next meeting).

A: Sponsorship Letter Review (correspondence including thank you letters): 1-2 needed – Yvonne, Janet, and Amy signed up.

B: Sponsorships: Assistance needed with reaching out to private/non-profit agencies.

C: Marketing Outreach: 1-3 needed to connect with partners, public, etc.: Cullynn, Kevin. Working with ESD on possible promo videos.

D: Publications: 1-3 people needed to review brochure, nomination packet, eventual PPT, email reminders/teasers, program, certificates, and trophies: Janet, Amy, Cullynn Kevin and Tammy.

E: Event Logistics (securing speakers): Cullynn, Tammy.

F: *Judging Panel: 4-8 people to schedule and judge nominees:* Cullynn, Kevin, Matt, Janet, Clarence.

H; *Photo with the Governor (staff item):* Tabled for next meeting..

I: *Travel Reimbursement for Nominators/Nominees and Guest Speaker (no sign ups needed):* Tabled for next meeting.

J: Nomination tracking and workgroup meetings to be added for next meeting.

Tabled for next meeting:

Workplan assignments follow up, including: Communications/publications workgroup, nomination tracking

Workgroup meetings

Photo with the governor

Travel reimbursements

Awards event theme

7: Next Action Steps –:

- a. ESD will help with marketing and promotion. Elizabeth will check to see if this will still hit GCDE's budget or not.
- b. Decision on attendance cap to be made based on budget and sponsorships.
- c. Sponsorships to be tracked as they come in
- d. Final attendance numbers to be sent to venue . Invites to go out after the nomination deadline closes.
- e. Awards event theme – to include adding gala style aspects to a luncheon event and workgroups to be discussed at next meeting.
- f. A survey to be conducted after this year's event to explore holding an evening event may be conducted after this event.

8: Next Meeting April 4th from noon to 1pm.