

Governor's Committee on Employment of People with Disabilities Minutes

Meeting Date: January 28, 2004

Facilitator: Marette Monson

Minute Recorder: Sarah Lehmann

Attendees: Sherrie Crespo, Kirby Croyle, Jeff Herring, Paul Kelsey, Gary Knapp, Karla Padilla, Ken Reid, Brian Small, Karalee Smith and Diane Russell

Excused: Steve Maas, Jeff Morris

Guests: Charlee Wallace

Next Meeting Date and Location

Wednesday February 25, 2004 10:00 am to 11:30 am

Wells Fargo International Center Building (ICB), 5201 W. Amelia Earhart Drive, Conference Room 2, First Floor

Action Item

Status

Who.

<i>Action Item</i>	<i>Status</i>	<i>Who.</i>
Website Development	The website has not been put on the internet yet. However it has been approved by Blaine Petersen and contact with the Rehabilitation Website technician is established.	Sarah Orr Lehmann

Topic and Summary of Discussion

Agenda Item

Discussion

Introduction of New Members	Gary Knapp, Ken Reid and Karalee Smith were officially appointed to the Committee on January 2, 2004.
Introduction of Guests	Charlee Wallace from Manpower attended the meeting. Her appointment will most likely be made in March of 2004.
Approval of Minutes	December 2003 minutes were approved by all committee members.
Sub-Committee Meeting	<p>There are three sub-committees of the Governor's Committee. Training and Education Committee will be Chaired by Jeff Herring, the Business Leadership Network Committee is Chaired by Kirby Croyle and the Public Relations and Events will be co-Chaired by Sherrie Crespo and Amanda Dickson.</p> <p>The first objective for the Training and Education Sub-Committee is to determine the method to disseminate information to employers. The sub-committee will contact the Society of Human Resource Managers and let managers decide how they would like to receive information.</p> <p>The BLN Steering Committee is looking to both the Salt Lake and Ogden area to begin a network. Jeff Herring will contact Clara Bachman to determine whether legally the name Business Leadership Network can be used in our BLN venture. All committee members should begin to think of a name for the area BLN. The sub-committee will create some literature for employers about the purpose of the BLN for the next committee meeting.</p> <p>The Public Relations and Events Sub-Committee will ask Nicole Larson at Bremer to join the sub-committee to help with public relations. The Golden Key Awards and National Disability Mentoring Day are the two events the sub-committee will work on for the upcoming year. New applications for the Golden Key Awards are in production. Any comments should be made to Sherrie Crespo or Charlee Wallace. Amanda Dickson will contact the Governor's Office for a representative on the Governor's Committee. Amanda will also work on a public services announcement to run year round. There will be more generic announcements that will run along with more specific announcements about Golden Key Award winners, Disability Mentoring Day and people with disabilities in</p>

	the workforce. Ken Reid is going to act as Chamber liaison for the Sub-Committee.
Update on Workability CD	The Workability CD nearly ready. One copy will be burned in the next week for review. Once the copy gets a final edit, it will be mass produced. The cd should be ready in three weeks.
Meeting with Raylene Ireland	Diane Russell has not yet met with Raylene Ireland, Executive Director of Department of Workforce Services. However, before the Committee proceeds with a BLN development the support of DWS is needed.
Governor's Committee Website	The Committee website has been approved thus far by Blaine Petersen. It will be on-line at www.usor.utah.gov/gov_committee in the next few days. Please visit and make comments to Sarah Lehmann as necessary.
Governor's Committee Appointments	Gary Knapp, Ken Reid and Karalee Smith were appointed to the Committee on January 2, 2004. Charlee Wallace has filled out an application and should be appointed in March of 2004.
Committee Roster	Committee Rosters with names and contact information are available. Please note: Paul Kelsey e-mail is davids.griffith@healthsouth.com (yes, there is an "s" after david) and Charlee Wallace street address should read 5664 S. Green Street.
Revisions to Golden Key Nomination Form	The Committee is in the process of revising the Golden Key Nomination Form. All comments should be made to Sherrie Crespo or Charlee Wallace.

Discussions for Future Meetings

Action Steps

<i>Action Item</i>	<i>Responsible</i>	<i>Target Date</i>
Send Handouts to Members not in attendance.	Sarah Orr Lehmann	ASAP
Contact Nicole Larson to assist with the PR and Events Committee	Amanda Dickson	February 13, 2004
Contact Governor's Office for a Committee representative, specifically Justin Smart	Amamda Dickson	February 24, 2004
Contact Clara Bachman for legal advice concerning the term "Business Leadership Network"	Jeff Herring	February 13, 2004
Add Sub-Committee members and assignments to website	Sarah Orr Lehmann	January 21, 2004
Check with Business Community and Rehabilitation Counselors as to revisions needed for the Golden Key Award Nomination	Charlee Wallace and Sherrie Crespo	February 25, 2004