

Governor's Committee on Employment of People with Disabilities Minutes

Meeting Date: September 22, 2004

Facilitator: Stephen Maas

Minute Recorder: Mary Nokes

In Attendance: Stephen Maas, Diane Russell, Cory Ervin, Amanda Dickson, Gary Knapp, Karalee Smith, Charlee Wallace, Ken Reid, Karla Padilla and Sherrie Crespo

Excused: Jeff Morris, Marette Monson and Kirby Croyle.

Actions Completed

Action Item

Status

Send Handouts to Members not in attendance.

Sent

DMD PSAs were recorded by Amanda.
Diane stated she has received calls
as direct result of the PSAs.

Done

Meeting Date: September 22, 2004

Topic and Summary of Discussion

Agenda Item

Discussion

Welcome and Introductions:

Stephen Maas, welcomed everyone and had everyone introduce them selves.

Approval of Minutes:

Stephen asked that the spelling of his name be corrected from Mass to Maas. Finding no other objections the minutes were accepted.

Sub-committees:

Is it necessary that the sub-committees hold a meeting each month? After some discussion it was decided that a sub-committee will only meet when there are issues, assignments or action items relative to a particular committee. Then the subcommittees can meet and do the necessary work and report back at the monthly Governor's Committee meetings.

By-Laws and Election of Chair & Vice Chair:

It was determined at the last meeting that it was necessary to amend the By-Laws to state that the Chair and Vice Chair will be from the private sector. Diane reported that the changes would affect Article V section 5.1 **This section currently reads,** "The State Board of Education shall select a Chair from the membership every second year. The Chairperson may be re-appointed for an additional term. Other officers include: Vice Chair, Secretary/Historian, and Past Chair all of whom shall be members of the Governor's Committee. With the exception of the past chair, officers shall be elected by the Governor's Committee after the Chair is appointed. Each office is held for 2 years or the duration of the chair's term. If for any reason the Chair vacates his/her position prior to the expiration of the term of office, the Vice Chair shall become Chairperson for the remainder of the term. A new Vice Chair will be elected by the Governor's Committee. *(A year ago, when the chair was elected, it was decided the chair should represent the private sector. The By-Laws were not amended to reflect this decision as we had not yet finalized the by-laws.)*

Diane stated that the authority to approve the Chair of the committee has been delegated to Blaine Petersen by the State Board of Education. Stephen suggested that the phrase "**the State Board of Education has delegated the appointment of committee chair to the Executive Director of the State Office of Rehabilitation**", be add to section 5.1. Karalee asked why the Chair needed to be from the private sector. Stephen explained that there were

advantages to a chair from the private sector especially when contacting other businesses in the community. He further stated that DWS found this to be true so the Chair of the DWS State Council is from the private sector.

Everyone present was in agreement that the By-Laws be amended to read, **“The State Board of Education shall delegate to the Executive Director of the Utah State Office of Rehabilitation the authority to appoint a Chair and Vice Chair from the private sector membership every second year.** The Chairperson may be re-appointed for an additional term. Other officers elected by the Governor’s Committee include: Vice Chair, and Secretary/Historian all of whom shall be members of the Governor’s Committee. Each office is held for 2 years or the duration of the chair’s term. **If for any reason the chair vacates his/her position prior to the expiration of the term of office, the vice chair shall become Chairperson for the remainder of the term. A vice chair will be elected by the Governor’s Committee.”** Stephen Maas will serve as interim Chair until the appointment of a chair and vice-chair has been made.

Sherrie moved to amend. Amanda seconded. Stephen asked for any discussion and, hearing none, called for a vote. Amendment was approved.

It was recommended that Stephen and Diane would be the nominating committee and would put together a slate of

candidates for Chair and Vice Chair to be voted on at the next committee meeting.

UBET:

Diane reported that as a result of last month's article in the Chamber's news letter, Kirby was had an inquiry about the UBET program. She also reported that the Salt Lake Chamber has been going through reorganization. Craig Petersen is the new liaison to the UBET from the Chamber replacing Robin Riggs. Diane and Kirby met briefly with Craig. Craig said that each Chamber Committee is staffed by an intern from the University of Utah. Kirby and Diane proposed an intern be recruited from the Disability Resource Center at the U. Craig stated he has talked with Ryan Larson, Director of the Salt Lake BLN who feels the Chamber does not need to form the UBET committee as the SLC-BLN can do what UBET is proposing to do and as a member of the Chamber the SLC-BLN has networking capabilities (The Salt Lake BLN does charge a membership fee.) Stephen stated that representatives from the USBLN were present at the JAN conference he had just attended. The Executive Director, Katherine McCary, indicated that they were not supporting a membership fee to join a BLN. Stephen, Diane and Kirby have scheduled a meeting with Craig to educate him about the Governor's Committee and the purpose of UBET.

Diane facilitated a discussion about the role and relationship the Governor's Committee will have with UBET. It was suggested that the Committee could support UBET in many ways by offering information, arranging for training, finding ways to fund small businesses, site analysis for employers, and assisted technology.

Charlee Wallace stated that the American Society for Training and Development (ASTD) is having an expo on October 21, 2004. 90% of the members of ASTD are corporate trainers and it was suggested that the Governor's Committee or UBET be involved in that expo if possible.

Kirby has proposed to the Salt Lake Chamber that the UBET meeting be held at the Chamber offices on the second Wednesday of every month. This is tentative because the Chamber has not yet confirmed UBET as a Chamber Committee.

Mentoring Day:

Diane reported that Mentoring Day preparations were well under way. Mentoring Day is scheduled for October 21, 2004. On October 13, 2004 there will be a seminar held at Swire Coca-Cola, USA for the Mentors and the Mentees. They will meet separately for discussions concerning their roles in Mentoring Day, and join together for introductions and lunch. Diane asked if anyone would like to participate in Mentoring Day or if anyone had contacts with employers or leaders that might be interested in participating.

Updates:

Amanda, Sherrie, Cory, Karla and Karalee all said that they could help to find Mentors. Diane said that she would email a list of the Mentees and their interests to the Committee members and asked if they could return ideas for Mentors to her.

Stephen reported the he had just returned from the Job Accommodation Network Conference in Orlando. He said it was very informative and he will put together a report and present it at the next Committee meeting.

Stephen suggested we recognize Marette for her leadership as Committee Chair. Diane will follow-up.

The National BLN Conference is coming up at the end of October in New York. It was suggested that perhaps Kirby could contact Katherine Mc Cary the head of the US-BLN to do some networking on behalf of UBET.

Parking Lot Items:

1. PSA for the UBET program
2. The PR and Events Committee proposed a large Golden Key Awards ceremony in January be considered. At this event a State award recipient in each category will be honored. This event will produce much PR for employment of people with disabilities. While transitioning to this new approach to the Golden Key Awards there are a few items requiring more attention.
3. Further discussion with Blaine Petersen relative to the idea of establishing a non-profit status for the business leadership network will be pursued.
4. Call Kevin Foster, BLN Director in Arizona as he has offered to help us establish a 501©(3) non-profit corporation for the business network.

Action Steps

<u>Action</u>	<u>Who</u>	<u>When</u>
Send Handouts to Members not in attendance.	Diane Russell	ASAP
Make changes to By-Laws and send amended copies to Committee members.	Diane Russell	ASAP
Attend a strategic planning meeting with the NISH representative from Virginia to discuss legislative planning for the state set-aside law. Report back to the next committee meeting.	Gary Knapp	Oct 6,-7, 2004
Nominating Committee will put together a slate of officers to be voted on at the next committee meeting.	Diane and Stephen	ASAP
Information sent to members who cannot attend the next committee meeting, to cast a proxy vote For Chair and Vice Chair.	Diane	ASAP

Next Meet Date and Location

Wednesday November 17, 2004 10:00 am to 11:30 am

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