



Governor's Commission on Disabilities Employment Committee Meeting Minutes Tuesday Sept. 10, 2013 9:00 AM - 11:00 AM

John O. Pastore Center, 41 Cherry Dale Court,
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Attendees: Sarah Everhart Skeels (Chair), Meryl Bernstein (Vice Chair.), Vincent Rossi, & Melanie Sbardella
Excused: Paul Harden, Pat Ryherd, Arthur Plitt, Vicki Ferrara

Guests: Monica Dzialo, Casey Gartland

Staff: Christine Rancourt Bruzzi, Assistant ADA Coordinator, Ellen Richardson - Employment Fellow, Alyssa Gleason



9:00 Call to Order and Acceptance of the Minutes, Sarah Everhart Skeels - Chair

Chair calls the meeting to order at 9:00
Introductions of Commissioners and guests



Motion: To accept the minutes of the previous meeting as presented.
Motion moved by MS, seconded by MB, passed unanimously

Action Items:



9:05 Statehouse Conference on Employing People with Disabilities, Sarah Everhart Skeels - Chair

Purpose/Goal: Update on work done to date

Discussion: Share work done to date: Availability of Stateroom in the statehouse is unclear at this time for the entire morning of 10/23/2013; calls to a few potential speakers made. Additional speakers need to be identified and contacted. A brief description of each of the 3 topic areas and overall description of event was shared.



Motion: To use "softer" wording in the brief descriptions and to flip the order in which "the employer rights" topic precedes the "who are you going to call" topic area.
Motion moved by MB, seconded by PR, passed unanimously.

	<p>9:20 Conference Speakers, Sarah Everhart Skeels - Chair</p> <p>Purpose/Goal: To finish identifying the speakers and resource table; identify moderators</p> <p>Discussion: Contacts from several organizations/businesses to be presenters in the “What’s in it for me and my company” topic area were discussed as was the committee member responsible for making contact. Discussion also included who the appropriate speaker was for the “Employer Rights ...” section. Speakers for the “who are you going to call” topic area were considered. Moderators for each of the 3 topic areas were also deliberated.</p>
	<p>Motion: To ask the 5 companies discussed to participate in the “What’s in it for me and my company” topic rather than 3 companies. And to have as moderators MD(What’s in it for me), CRB(Employer Rights...), and CG(Who are you going to call) as moderators. Motion moved by SS, seconded by PR, passed unanimously</p> <p>Motion: To have just one person, an attorney present the “employer Rights...” topic including mentioning the resource agencies. Motion moved by SS and seconded by MB, passed unanimously.</p> <p>Motion: To have a JAN represented by handouts and with a laptop at one of the other resource tables Motion moved by VR and seconded by MB, passed unanimously.</p>

	<p>10: 05 VIP list, Sarah Everhart Skeels - Chair</p> <p>Purpose/Goal: To Identify the VIP guests</p> <p>Discussion: Using the VIP list from a previous conference and considering the time implications and room size a new list of guests to invite was discussed as was who be responsible for inviting invite these guests.</p>
	<p>Motion: To approve the pared down the list of invited guests and the people identified to contact the guests.</p> <p>Motion moved by SS, seconded by VR, passed unanimously</p>
	<p>10:25 Attendee list, Sarah Everhart Skeels - Chair</p> <p>Purpose/Goal: To Identify the Businesses to invite</p> <p>Discussion: Resources of businesses to invite were identified as was who would contact these resources. Also talked about was once the businesses were invited electronically they would be asked to respond through Survey Monkey. Oct. 16th is the RSVP date.</p>
	<p>Motion: To approve RI SHRM chapters (CRB), BLN(VF), Employer Honor Roll winners (MD) and a Chamber of Commerce President (CRB) to obtain membership list.</p> <p>Motion moved by SS, seconded by CG, passed unanimously</p>
	<p>10:35 Conference Sponsorship, Sarah Everhart Skeels - Chair</p>
	<p>Purpose/Goal: To identify potential sponsors for the Conference</p>
	<p>Discussion: Sponsors are needed to underwrite the cost of advertising, coffee, etc. Discussed were levels of sponsorship and what each level entitled the sponsor to: Platinum \$1000, Gold \$500, Silver \$250, Bronze \$1-\$249. Talk regarding the need for a host ensued.</p>



Motion: To approve the sponsorship levels and associated entitlements.
Motion moved by SS, seconded by VR, passed unanimously

Motion: To approve a host for the event.

Motion moved by MD, seconded by PR, passed unanimously



10:55 Agenda for the Next Meeting, Sarah Everhart Skeels - Chair

Purpose/Goal: To set time the agenda for the next meeting.

Discussion: Review completed work and identify work to be done and by whom.
Date for next meeting. Additional Agenda item food/coffee.



Motion: To approve the next meeting for Tuesday, September 24, 2013. 9:00-11:00

Motion moved by PR, seconded by SS, passed unanimously



11:00 Adjournment, Sarah Everhart Skeels - Chair



Motion: To adjourn at 11:00

Motion moved by SS, seconded by PR, passed unanimously