



Governor's Commission on Disabilities Employment Committee Meeting Minutes

Tuesday Oct.8, 2013 9:00-10:30

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

Guests: Monica Dzialo, Casey Garland

Staff: Christine Rancourt Bruzzi, Assistant ADA Coordinator; Ellen Richardson, Employment Fellow; Alyssa Gleason, Public Education Aide



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

Chair calls the meeting to order at 9:00 AM



MOTION: To accept the minutes of the previous meeting as presented. Motion moved by VR, seconded by SB, passed unanimously.

Action Items:



9:05 Statehouse Conference Update, Sarah Everhart Skeels, Chair

Purpose/Goal: Update on work done to date

Discussion: Worked done to date shared: Stateroom in the Statehouse for the entire morning of 10/23/2013 has been confirmed again; Speaker/presenter are set to go; Fifty plus attendees so far; and, Sponsors to date include DHS/ORS, Neighborhood Health Plan, NEADA Center, and Graphics Perspectives.



Compass and Protractor graphic

9:20 Conference Program, Ellen Richardson

Discussion: The printed revised program was shared

	<p>MOTION: Modifications to the programs were made which included putting the sponsors on the back page and listing the session 3 businesses in alphabetical order.</p> <p>Motion moved by SES, seconded by MS, passed unanimously.</p>
	<p>9:35 Money for food, posters, etc. Sarah Everhart Skeels - Chair</p>
	<p><i>Purpose/Goal: To earmark the sponsor money</i></p>
	<p>Discussion: Alyssa provided the approximate costs for food. The poster size and associated costs were discussed. Nametags for everyone were agreed to.</p>
	<p>MOTION: Two 2X3 posters will be purchased. Continental breakfast purchased from the West Wing will be provided. Nametags will be made in-house.</p> <p>Moved by MD, seconded by AP, passed unanimously.</p>
	<p>9:55 Attendee sign-in process, Chris Rancourt Bruzzi</p> <p><i>Purpose/Goal: To determine the attendee sign in process</i></p> <p>Discussion: Alyssa will manage the sign in process and the nametags</p>
	<p>Potential MOTION: Finalize attendee sign in process</p> <p>Motion moved by SES, seconded by MS, passed unanimously.</p>
	<p>10:10 Conference Host, Monica Dzialo</p>
	<p>Discussion: Original host is not available. SES agreed to be the host and will introduce the Governor.</p>
	<p>MOTION: N/A</p>

	10:25 Agenda for the Next Meeting, Sarah Everhart Skeels - Chair
	Purpose/Goal: The next meeting on 10/15/13 to review work done to date.
	Discussion: Meet in the GCD Conference room or at the statehouse in the stateroom. Since many on the committee had not seen the stateroom, this was put to a vote.
	MOTION: Meet at the Statehouse and see the stateroom on Tuesday, October 15th, 2013. 9:00-11:00 to understand layout. Motion moved by SES, seconded by MD, passed unanimously.
	10:55 Adjournment, Sarah Everhart Skeels, Chair
	MOTION: To adjourn made by SES, seconded by AP, passed unanimously.