



# Governor's Commission on Disabilities Employment Committee Agenda Tuesday, Oct. 22, 2013 9:00AM - 10:45 AM

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**Attendees:** , Sarah Everhart Skeels (Chair.); Arthur Plitt; Vincent Rossi; & Melanie Sbardella

**Excused:** Meryl Berstein (Vice Chair.); Paul Harden; Patricia Ryherd;

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



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

Chair calls the meeting to order at 9:00



**MOTION:** To accept the minutes of the previous meeting as presented/  
Motion moved by SES seconded by VR, passed unanimously

## Status Reports:

**9:05 Review Final Materials, Sarah Everhart Skeels, Chair**

**Purpose/Goal:** To review all the materials for the conference

**Discussion:** Review posters, programs, food ordered, attendee name cards



Compass and Protractor graphic

**9:30 Identify Remaining Details, Sarah Everhart Skeels, Chair**

**Purpose/Goal:** Identify the remaining details and assign responsibilities

**Discussion:** Where to park? CRB will notify the presenters and resources of lower level parking. Monica will ask the CART reporter to provide the conference transcripts since it was decided to modify the networking session at the last meeting and replace the "elevator speeches" with introductions of the resources to save time. Suggested resource table assignments were reviewed. AG will manage the sign in process and distribute the name tags. Gov. Chafee's opening remarks were reviewed and rewritten by the committee. Tim Flynn's remarks introducing the Governor were written.



***10:00 Sponsor Information, Alyssa Gleason, Staff***

**Purpose/Goal:** To brief the committee on sponsors and sponsor money spent to date.

Discussion: Six agencies/companies committed to sponsoring the Conference. One agency provided assistive technology while the other sponsors made monetary donations to cover the conference expenses e.g. posters; programs, food, etc.



***10:35 Agenda for the Next Meeting, Sarah Everhart Skeels***

**Purpose/Goal:** To set the agenda for the next Employment Committee meeting.

Discussion: A meeting date was not scheduled.



***10:45Adjournment, Sarah Everhart Skeels***



**MOTION:** To adjourn at 10:45  
Motion moved by SES, seconded by MS, passed/unanimously