

Governor's Council on Blindness and Visual Impairment (GCBVI)
Employment Committee Meeting Minutes
January 28, 2020

Members Present

Nathan Pullen
David Steinmetz
Terell Welch
Terri Hedgpeth
Jordan Moon
Bea Shapiro

Members Absent

Staff Present

Lindsey Powers

Guests Present

Call to Order and Introductions

Nathan Pullen called the meeting to order at 3:08 pm in the RSA Conference Room, Phoenix, AZ. Introductions were made a quorum was present.

Approval of the January 7, 2020 Meeting Minutes

Terell Welch motioned to approve the minutes from the January 7, 2020 meeting. David Steinmetz seconded the motion. The meeting minutes were approved by unanimous voice vote.

E75 Event Discussion

Nathan Pullen stated the upcoming E75 Diversity Award Event would be held on February 19th at Ability 360 as a breakfast event catered by Café Cultivate. Nathan Pullen stated Jeff Bishop would be the keynote speaker and the event planner would be able to reimburse Mr. Bishop for his travel expenses. Mr. Pullen stated the committee had discussed honoring Wells Fargo at the event. Terell Welch stated the employee at Wells Fargo would not be able to attend the event. Mr. Welch stated he spoke to Josh Shauter, Director for Staffing First, whom would be willing to attend the event. Terell Welch stated Mr. Shauter was visually impaired and wanted to make the hiring process easier for blind and visually impaired individuals. Terell Welch

stated he was waiting to receive Josh Shauter's bio. Terri Hedgpeth stated that Jeff Bishop was the keynote speaker and inquired whether he would have 45 minutes to speak. Nathan Pullen stated the committee would center most of the event time around Mr. Bishop, although the honorees would need some time to speak as well. Terri Hedgpeth stated that Jeff Bishop was traveling to attend the event and should have enough time to speak at the event. Nathan Pullen agreed and stated the committee could allot approximately 45 minutes for Jeff Bishop and plan the rest of the speeches accordingly. Mr. Pullen stated the committee planned to hold the event from 7:30-9:30, although the actual event would likely start at 8:00. Nathan Pullen stated the event would begin with welcoming remarks and brief introductions. Terrell Welch suggested the Governor's video be played prior to the keynote speaker. Nathan Pullen stated the Governor agreed to record a brief video for the event. Mr. Pullen stated he developed a script, and the video would be recorded on February 4th, and he anticipated receiving the video by February 10th. Nathan Pullen stated he was working with the Division of Employment and Rehabilitation Services (DERS) and Department of Economic Security (DES) Public Information Officers (PIO) to develop the invite that would coincide with the format of the Save the Dates. Nathan Pullen stated the Governor's video could be embedded in the invite. Terrell Welch inquired whether the committee should distribute a press release that included the Governor's video. Nathan Pullen stated the video could be included in the invite, if the video was complete by February 10th. He noted that the video would be shared on the Governor's social media platforms as well as DES social media sites. Terri Hedgpeth inquired whether the committee should save the video for the event? Terrell Welch stated the committee could create a press release without the video and save the video for the event. Jordan Moon stated the committee could take a quote from the video and include it in the press release. Nathan Pullen stated the committee could include a photo of the Governor, with a small caption as a short teaser for the video. He noted that he proposed for the Governor to issue a challenge to businesses to develop a diverse workforce.

Nathan Pullen inquired whether a committee member would like to introduce Jeff Bishop. Terri Hedgpeth stated she would introduce Jeff Bishop. Mr. Pullen inquired whether Jeff Bishop's speech should be first or the awards. Bea Shapiro stated that Jeff Bishop should speak first. Nathan Pullen stated the committee had discussed different items related to the event and inquired whether the committee intended to distribute a formal invite as well as a press release. Terrell Welch stated he had suggested the press release to include mention of the Governor's video. Nathan Pullen stated he would contact the DES PIO and inquire whether a press release could be developed, although it would likely come from the Governor's office. David Steinmetz inquired whether the committee intended to send the invites on

February 10th. Nathan Pullen stated he hoped the invites could be sent out by February 10th and noted the Save the Date invites were sent out on January 10th. He noted that if the invites were sent out too early, individuals tended to forget about the event, but if the invites were sent out too late, then individuals' calendars were full. Nathan Pullen stated the original plan was to include the Governor's video on the invite, which would be ready by the 10th, but if the committee preferred to show the video at the event, the invites could be sent out sooner. Terri Hedgpeth suggested the invites be sent out by February 4th or 5th to allow individuals time to arrange their schedules to attend the event. Ms. Hedgpeth inquired whether the invite would include a deadline for submitting RSVPs. Nathan Pullen stated the committee could send out the invites on February 4th or 5th and inquired whether one week prior to the event would be an appropriate deadline to RSVP. Terri Hedgpeth inquired whether February 14th would give the caterer enough time to plan for the food. Nathan Pullen stated he would contact the caterer and inquire regarding their deadline date. David Steinmetz agreed that the invites should be sent out earlier and noted that he had received interest from individuals that wanted to attend the event. Jordan Moon stated the committee should be able to pull a brief quote from the video and send that out to attendees. Nathan Pullen agreed and stated the committee could save the video for the event and sent out the invites by February 5th. Mr. Pullen stated the committee did not anticipate many individuals to attend the event, and that individuals should RSVP by February 14th to Lindsey Powers. Terri Hedgpeth stated that a tool such as Event Brite would streamline the event and inquired whether 150 individuals would attend the event. Nathan Pullen stated that in years prior, approximately 70-80 individuals attended the event although the committee planned for about 100 individuals. He noted that if 200 individuals were interested in attending, the committee would not be able to use the Ability 360 Conference Room, and would need to use the gym, which could accommodate more people. Nathan Pullen stated the committee was able to use the Ability 360 Conference Room free of charge and noted the gym would be about \$1000 due to set up and audio-visual requirements. Terri Hedgpeth stated that Event Brite would allow the committee to set a close date and individuals would not be able to RSVP after that date. Lindsey Powers stated she would be open to using Event Brite or individuals could RSVP directly to her. Nathan Pullen stated DES might have an Event Brite site already and he and Lindsey Powers would investigate that as an option.

Terrell Welch stated he spoke to Scott McEntire regarding his interest in performing at the event, and Mr. McEntire would check his calendar for availability. Terri Hedgpeth stated Scott McEntire could play as attendees were arriving. Nathan Pullen stated he envisioned Scott McEntire playing at the beginning of the event as sort of a National Anthem. Terrell Welch stated

that Scott McEntire was a former VR client as well. Bea Shapiro suggested that future E75 events be in October to coincide with Employment month. Jordan Moon inquired whether the committee should distribute a press release in addition to the press release from the Governor's office. Nathan Pullen stated he could inquire with the DES PIO and noted that the committee would need to submit a press release that the PIO could edit as needed. Jordan Moon stated he would develop a press release and send to Nathan Pullen. Bea Shapiro inquired whether Kristen Mackey and Brian Dulude would be attending the event. Nathan Pullen stated they had been invited to attend, although he was unsure regarding their schedules.

Nathan Pullen stated the committee had discussed potentially honoring Arizona State University (ASU) and inquired whether Terri Hedgpeth had contacted that individual or whether she would speak. Terri Hedgpeth stated she would be willing to speak for ASU. Nathan Pullen inquired whether Terri Hedgpeth would speak on her experiences, or on behalf of ASU hiring blind and visually impaired individuals. Terri Hedgpeth stated she would speak on behalf of ASU. Nathan Pullen inquired whether Terri Hedgpeth would like to speak on a certain topic or whether she would speak with the rest of the honorees. Terri Hedgpeth stated she would like to talk about ASU's commitment to inclusiveness and to encourage employers to hire blind and visually impaired individuals. Nathan Pullen stated that Jeff Bishop would be done speaking by 8:45, and Scott McEntire could potentially perform prior to honoring the employers. He noted there would be time for three employers to be recognized and noted that most employers did not speak more than a couple of minutes. Nathan Pullen stated the committee needed to confirm the other companies that would be awarded and inquired whether anyone had contacted CyraCom. Jordan Moon stated he contacted an employee with CyraCom, although her supervisor was out of the office. Mr. Moon stated he would follow up with her regarding her attendance at the event. Nathan Pullen stated he envisioned that Terri Hedgpeth and David Steinmetz would be speakers at the event. Terrell Welch stated Josh Shauter had agreed to attend also, and he was waiting on his bio. Nathan Pullen inquired whether David Steinmetz had a bio or a bio for the Arizona Industries for the Blind (AIB). David Steinmetz stated that he could submit a bio, or he would request a bio for the CEO. Nathan Pullen inquired how long Josh Shauter would speak. Terrell Welch stated he told Mr. Shauter that he could speak for about 10-15 minutes and noted that he had a good story. Nathan Pullen stated he would like for Josh Shauter to speak, and the committee could allot 10 minutes to Mr. Shauter. David Steinmetz stated AIB would not need more than 5 minutes to speak about AIB. Mr. Steinmetz stated AIB had a company that could provide awards for the individuals honored. Nathan Pullen stated VR had a state contract with an award company, although he was unsure whether there would be enough time to

request awards for the event. He noted that the event planner did provide certificates to the individuals honored and he would plan to distribute those as well.

Nathan Pullen inquired whether any committee members had contacts with APS or Synchrony. Jordan Moon stated he had a contact with APS and would reach out. Terell Welch stated there was confusion regarding Synchrony, and he was referring to Cyracom. Terell Welch inquired regarding the status of the E75 website. Nathan Pullen stated he had requested administrative rights to the E75 website from Ben Fox. Mr. Pullen stated he hoped that DES would be able to take over the management of the E75 website. He noted that DES would likely be able to keep the domain name and forward it to a DES E75 webpage. David Steinmetz stated the GCBVI had a Facebook page, and the council could likely create an E75 webpage connected to that site. Nathan Pullen stated he received a notice from Café Cultivate, which would like a rough estimate by February 11th and a final count by February 17th.

Agenda and Date for Next Meeting

The next meeting of the Employment Committee will be on February 5, 2020, from 3:00 to 4:00 pm in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- E75 Event Discussion

Announcements

There were no announcements.

Public Comment

A call was made to the public with no response's forthcoming.

Adjournment of Meeting

The meeting was adjourned at 4:00 p.m.