

Governor's Council on Blindness and Visual Impairment (GCBVI)
Employment Committee Meeting Minutes
December 21, 2016

Members Present

Tom Hicks*
Kryslen Holt*
Terell Welch*
Dan Martinez*
Nikki Jeffords*

Members Absent

Jordan Moon

Staff Present

Lindsey Powers, Admin. Assist.
*Teleconferenced

Guests Present

Tanner Gers*

Call to Order and Introductions

Tom Hicks called the meeting to order at 11:00 am in the Council Staff Office, Phoenix, AZ. Introductions were made a quorum was present.

Approval of December 14, 2016 Meeting Minutes

Kryslen Holt moved to approve the minutes of the December 14, 2016 Employment Committee meeting. Terell Welch seconded the motion. The committee approved the minutes by unanimous voice vote.

E75 Timeline Review

Terell Welch stated the job ready candidates would come to the 16th Street office to record their videos on January 4 and 11 and welcomed all committee members to attend.

E75 Event Program Discussion

Tom Hicks inquired whether the committee should develop a script for Richard Sorey, Services for the Blind Visually Impaired and Deaf (SBVID) Program Manager. Mr. Hicks noted Bill Pasco; the emcee for the inaugural award event developed his own script based on the event. Nikki Jeffords stated the committee could invite Richard Sorey to attend a future meeting, although Mr. Sorey had experience in broadcasting. The committee reviewed the program from the previous event. Tom Hicks suggested the

program be changed to include Tanner Robinson as a co-emcee. Nikki Jeffords noted the GCBVI would have a new Chair in January, and Dan Martinez's name would need to be removed. Tom Hicks inquired whether Terell Welch would provide the Invocation at the event. Terell Welch stated he would be pleased to provide the Invocation at the event. Tom Hicks stated the Linked In presentation should include Jennison Asuncion's name on the program. Nikki Jeffords suggested the Linked In Presentation on the program be changed to Keynote Speaker. Tom Hicks noted the committee had agreed to present five employers with awards and include a brief description of the employers. Tom Hicks stated he would inquire whether Marc Ashton could give the closing remarks.

Tom Hicks inquired when the job ready candidate's videos would run. Terell Welch stated the committee discussed streaming the job ready candidate videos at the beginning of the event when attendees were arriving. Tom Hicks inquired whether the job ready candidates would have time during the event to take professional photos. Tom Hicks suggested the job ready candidates have their photos taken during the taping of their videos. Terell Welch noted Jillian Seamans, Public Information Officer, indicated that individuals would receive better photos after the event. Nikki Jeffords suggested the job ready candidates bring business cards to distribute to the employers prior to or after the event. Tom Hicks suggested the committee refer to the job ready candidates as the Qualified Employment Pool.

Nikki Jeffords inquired whether the certificates awarded to employers included signatures. Mr. Hicks noted that Dan Martinez would no longer be the council Chair and suggested an additional name be added to the certificates.

E75 Event Invite Discussion

Tom Hicks inquired regarding the tasks that required completion by the committee. Lindsey Powers, Administrative Assistant, stated the committee needed to send the invitations for the event and develop the event program. Tom Hicks noted that Terell Welch developed different verbiage for the invitations sent to the award recipients, the employers the committee wanted to build relationships with, and the client choice employees. Nikki Jeffords stated she liked all of the invitations, although she inquired whether the language included in the client choice employer invite would put pressure on the employers to attend the event. Nikki Jeffords suggested the invitation include general information indicating that the employer was chosen as premier employer that clients would like to work for. Dan Martinez suggested the award recipient invitation language be changed to: You and your company were selected as one of our five Arizona employers

by the GCBVI. The committee agreed to review the invitation language and offer suggested changes. Dan Martinez suggested the committee offer suggested changes to Lindsey Powers by Friday, December 22, 2016. Mr. Martinez stated the language in the client choice employer invitation needed to sound gratifying and not like entrapment.

Ms. Jeffords noted she contacted several of the employers from the Top Ten Arizona Employers list and stated the challenge in actually talking to employers. She stated when she spoke to the employers; she offered diversity training to the company as an incentive for the employers to attend the event. Dan Martinez agreed and stated the importance of offering something to the employers as an incentive. Tom Hicks inquired whether Nikki Jeffords introduced herself to the employers as a member of the Governor's Council on Blindness and Visual Impairment (GCBVI). Nikki Jeffords stated she did introduce herself as a GCBVI member, although many employers were not aware of the Governor's Councils. Tom Hicks inquired whether most Human Resources departments included an individual that specialized in hiring a diverse workforce. Terrell Welch stated larger companies often had an employee dedicated to diversity hiring. Nikki Jeffords suggested next year, each committee member attend a job fair to network and obtain employer contact information in preparation for the next E75 Diversity Builder Award Event.

Tom Hicks stated the committee needed to send out the invitations soon in order to ensure the invitees had enough advance notice of the event. Mr. Hicks suggested the committee follow up with emails and phone calls to the employers. Nikki Jeffords inquired whether the committee intended to send out different versions of printed invitations to the employers. Dan Martinez suggested the committee distribute email invitations due to the time constraints and follow up with phone calls to the employers. Tom Hicks stated the committee also needed to identify the rest of the event invitees. Lindsey Powers stated she updated the invitee list from the previous year to reflect the leadership changes with the Department of Economic Security (DES), the Division of Employment and Rehabilitation Services (DERS), and the Rehabilitation Services Administration (RSA). Ms. Powers reviewed the current list of invitees. Tom Hicks suggested the committee also invite the Arizona Center for the Blind and Visually Impaired (ACBVI), the Foundation for Blind Children (FBC). Terrell Welch stated he would like to invite his supervisor, Kelly Ward and representatives from the Arizona Commerce Authority. Nikki Jeffords stated Ron Brooks would not be able to attend as a representative for Valley Metro, although someone could accept the award on his behalf. Ms. Jeffords stated she informed the IT staff at FBC about the event and the video that would be running during the beginning of the event.

Agenda and Date for Next Meeting

The next meeting of the Employment Committee would be on January 5, 2017 from 11:00-12:30 pm in the RSA Conference Room, Phoenix, AZ. Agenda items are as follows:

- E75 Timeline Review
- E75 Event Program
- E75 Event Invite Discussion

Announcements

There were no announcements.

Public Comment

A call was made to the public with no responses forthcoming.

Adjournment of Meeting

Nikki Jeffords moved to adjourn the meeting; Kryslen Holt seconded the motion. A voice vote was taken and the motion passed unanimously. The meeting stood adjourned at 12:00 p.m.