



Andy Beshear
Governor

Jaime Link
Education and Labor Cabinet Secretary

Advocacy and Education Committee **Minutes**

February 7, 2024
9:00am – 10:00am
Zoom
Meeting ID: 879 7222 9865

Members Present: Chair, Amanda Owen, Jeff Edwards, Diana Merzweiler, Morgan Turner, Amanda Friend and Bill Bates

Members Absent: David Allgood

Staff Present: Kentucky Office of Vocational Rehabilitation (KYOVR) Administrator, Nanci Howard, KYOVR Administrative Specialist, Pepper Caudill and KYVOR Manager, Michelle Cobb

Guest(s) Present: Interpreter, Tara Eversole, Interpreter, Lisa Amstutz, Kaitlyn Paschall, Tracy Belfield and Sharelle Williams

Welcome, Introductions and Agenda Review:

Administrator, Nanci Howard began the meeting and introductions of attendees were given. She then provided the group with an update of Project NEON, as requested by Chair, Amanda Owen.

Chair Report:

Chair, Amanda Owen began by providing a recap of the Committee's goals and explained that this would be a working meeting. KYOVR Staff, Pepper Caudill shared the committee's previous meeting [minutes](#) into the chat for all to review. Administrator, Nanci Howard suggested that the group should reach out to Katie Wolf Whaley for slides regarding Employment First to add to their power point presentation. Amanda Owen stated that she would reach out to Katie to request this information.

Dropbox and Resources of Five Categories:

Discussion was held regarding the resources that the group had already categorized, and the Dropbox account where this information was presently being kept. KYOVR Staff, Pepper Caudill shared the [Resources-Dropbox Link](#) in the chat, for the group to review. It was discussed and decided that the five categories of information (Employers, Guardians-Parents, Professionals-Educators, Providers and Self-Advocates) would be divided amongst the committee members. Each member would be responsible to review for accuracy the information that had already been submitted to the Dropbox and add any information that could be gathered. Member, Diana Merzweiler and Guest, Kaitlyn Paschall volunteered to oversee the Guardians-Parents category. Member, Bill Bates

volunteered to oversee the Professionals-Educators category. Member, Jeff Edwards and Member, Amanda Friend volunteered to oversee the Self-Advocates category. Member, Morgan Turner stated he would attempt to assist in overseeing Self-Advocates but admitted that his plate was already full. Chair, Amanda Owen volunteered to oversee Employers and Providers categories.

Mock Flyer and Email Verbiage for Five Categories:

Chair, Amanda Owen screen shared the [A&E Mock QR Code Mock Flyer](#) with the group which was approved by the Full Council at the October 13th, 2023 Quarterly Meeting. She then screen shared a mock introductory email containing verbiage targeted to each of the five category audiences and explained that the mock flyer could be attached to these email(s) and then disseminated to the public. There was review and discussion amongst the group developing this process. Amadna Owen stated that she would send the introductory email verbiage to the group for further review and suggestions. Once this was done, the mock email will be presented to the Council for approval to begin disseminating the information to the five targeted audiences. Administrator, Nanci Howard stated that KYOVR has a contact list of Special Education Educators across the state that she would share with the group. Nanci also mentioned that Jason Wheatley is proxy representative for Employment First Council Member Gretta Hylton and he would be a great resource for sharing this information. It was confirmed by KYOVR staff that Jason Wheatley is presently receiving Employment First Council emailed correspondence.

Power Point:

Chair, Amanda Owen began discussions of how the committee would develop the power point. It was decided that the power point should mimic the mock email verbiage and include a reference to “untapped resources” and “empowering others”.

Closing Statements:

Chair, Amanda Owen stated that she would share resources with the group via emailed links and requested that the members engage in actively participating in developing the resources independently because the committee will only be meeting once per quarter. Amanda Owen stated that she and her team would work on creating the power point slides once the Committee has provided feedback and suggestions regarding the resources she plans to share. She requested that Committee Members continue to work on overseeing and contributing to the five categories of information currently residing in the Dropbox account. KYOVR Staff shared the Committee’s next meeting [date](#) of 05/01/2024 in the group chat and stated that the “warehouse” of resources presently being kept on the Dropbox account was in process of transferring to the KYOVR website [Employment First Page](#). It was requested that Committee Members review their respective categories and provide feedback as soon as possible as the transfer was due to take place within the coming work week. The [website link](#) was provided to the Committee in the group chat.

Future areas of focus:

- Amanda Owen stated that she would reach out to Katie Wolf Whaley to request Employment First Power Point Slide information.
- Each member would be responsible to review for accuracy the information that had already been submitted to the Dropbox and add any information that could be gathered. Member, [Diana Merzweiler](#) and Guest, [Kaitlyn Paschall](#) volunteered to oversee the Guardians-Parents category. Member, [Bill Bates](#) volunteered to oversee the Professionals-Educators category. Member, [Jeff Edwards](#) and Member, [Amanda Friend](#) volunteered to oversee the Self-Advocates category. Member, [Morgan Turner](#) stated he would attempt to assist in overseeing Self-Advocates but admitted that his plate was already full. Chair, [Amanda Owen](#) volunteered to oversee Employers and Providers categories. It was requested that Committee Members

review their respective categories and provide feedback as soon as possible as the transfer from [Dropbox](#) to [KYOVR Website](#) was due to take place within the coming work week.

- Amadna Owen stated that she would send the introductory email verbiage to the group for further review and suggestions. Once this was done, the mock email will be presented to the Council for approval to begin disseminating the information to the five targeted audiences.
- Administrator, Nanci Howard stated that KYOVR has a contact list of Special Education Educators across the state that she would share with the group.
- Chair, Amanda Owen stated that she would share resources with the group via emailed links and requested that the members engage in actively participating in developing the resources independently because the committee will only be meeting once per quarter.
- Amanda Owen stated that she and her team would work on creating the power point slides once the Committee has provided feedback and suggestions regarding the resources she plans to share.

Next Meeting Date:

Friday, April 12th, 2024

1:00pm – 3:00pm

Hybrid Format

Location: TBD

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