



Andy Beshear
Governor

Jaime Link
Education and Labor Cabinet Secretary

Advocacy and Education Committee **Minutes**

May 01, 2023
1:00pm – 2:00pm
Zoom
Meeting ID: 857 2457 3654

Members Present: Chair, Amanda Owen, Diana Merzweiler, Morgan Turner, Amanda Friend

Members Absent: David Allgood, Jeff Edwards

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

Staff Absent:

Guest(s) Present: Interpreter, Chelsea Naugle, Interpreter, Sarah Grubb, Interpreter Observer, Chelsea Reffner (whose camera remained disconnected for the entire meeting), Office of Adult Education Director of Lifelong Learning Branch, Dr. Tonika East

Welcome, Introductions and Agenda Review:

Administrator, Nanci Howard welcomed everyone to the meeting and reminded attendees that their cameras would need to remain connected for the duration of the meeting. Chair, Amanda Owen called for a motion to be brought forward to approve minutes from previous meeting. **Member, Diana Merzweiler made motion to approve minutes from March 30, 2023 meeting. Member, Morgan Turner provided a second. A vote was not called for however the motion passed.** Amanda Owen allowed a brief period for introductions of meeting attendees to be given.

Chair Report:

Chair, Amanda Owen opened the meeting to discuss the Council's decision to allow this committee to move forward in the app development research and power point execution. She requested that the committee work towards an outline proposal that would include details of the App and its cost, which

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could be brought to the Council in July 2023. Amanda Owen provided a brief recap of the App premise to Dr. Tonika East, at her request. Discussion regarding this matter was held amongst members and guests in attendance.

Subcommittee Discussion:

Member, Diana Merzweiler requested that Administrator, Nanci Howard research whether the state government already has an app 'footprint' that can be adopted by this committee. There was further discussion regarding the app footprint. Guest, Tonika gave information regarding an App 'Coresoft' and offered to solicit for and bring back information regarding this to the committee so that details may be discussed at the next meeting. She requested that Chair, Amanda send a one-pager listing all the points needing to be covered but it was decided that a soft informal inquiry is best for now. Member, Diana gave information regarding the App platform accounts and the extensive amount of time those take to establish. Discussions were moved to the power point execution and Chair, Amanda provided a brief historical recap for guests in attendance of this meeting. Member, Amanda Friend reminded the committee that when giving a presentation or discussing the App in a presentation be sure to have an ASL interpreter next to the speaker or present, if virtual, so that deaf staff could have access to the information. Chair, Amanda asked Member, Amanda if she would be the expert liaison to help the committee maintain universal design of the App and power point. Member, Diana requested a comprehensive review of resources already in circulation via the state websites or similar distributing sources to determine any 'gap'. Chair, Amanda requested discussion of delegating tasks associated with the development of the power point and App, amongst the committee. Member, Diana stated that she is aware of several websites that could be added to the committee's resources, and she was happy to reach out to 'Katie' to obtain any missing resource references. Member, Amanda stated that she is aware of several projects that she was hands on with that could be added to this committee's 'bible' (multiple resources manual). There was further discussion regarding this matter. Further discussion was held to clarify the development and execution of the power point. Guest, Tonika provided a recommendation for this committee to delegate portions of the power point presentation to each of the other committees. Chair, Amanda stated she would create an outline in Google Docs where the committee members could add information that will later be developed into the power point slides. There was a question posed whether the information could be transferred to Dropbox. Administrative Specialist, Pepper Caudill provided guidance on this matter and offered to upload to Dropbox, any resources provided by the committee(s) members to allow for a singular housing site until such App or other housing platform could be developed. Chair, Amanda identified the five audiences as; Self Advocates, Guardians/Parents, Professionals/Educational, Providers and Employers. She stated the power point is the message behind the Employment First Initiative. Chair, Amanda provided clarification that the committee would be providing website links that would need to be categorized into the previously mentioned five categories and shared through the Dropbox portal. There would also be PDFs or other materials that would be kept in the Dropbox.

Future areas of focus:

- Providing information to be kept in Dropbox to be used later to develop power point
- Gathering information for starting pint of App

Action Items:

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Public Comment: None

Adjournment:

Member, Diana Merzweiler made motion to adjourn meeting. Member, Morgan Turner provided a second. A vote was not held however the motion passed and the meeting was informally concluded.

Next Meeting Date:

Friday, June 9th, 2023
2:00pm – 3:00pm Est.
Hybrid Format
Location: TBD

500 Mero Street • 4th Floor NE • Frankfort, KY • 40601

Toll Free: (800) 372 - 7172 • Direct: (502) 782-3421 • Email: Nanci.Howard@ky.gov