



Andy Beshear
Governor

Jaime Link
Education and Labor Cabinet Secretary

Advocacy and Education Committee **Minutes**

August 30th, 2023
09:00am – 10:00am
Zoom
Meeting ID: 898 7196 6070

Members Present: Chair, Amanda Owen, Morgan Turner, David Allgood

Members Absent: Jeff Edwards, Diana Merzweiler, Amanda Friend

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

Staff Absent: KYOVR Manager, Michelle Cobb

Guest(s) Present: Tracy Belfield

Welcome, Introductions and Committee Discussion:

A quorum of three members was established and the meeting was begun. Chair, Amanda Owen called for a motion to approve the June 15th, 2023, meeting Minutes. **Member, David Allgood made the motion to approve the June 15th, 2023, meeting Minutes. A second was provided by member, Morgan Turner. A vote was not taken as approval of the motion was implied; therefore, it was understood that the motion passed without opposition.** The group then went over a list of eight URLs that had been provided to KYOVR staff in a prior email correspondence and determined which of the five categories (Self Advocates, Guardians-Parents, Professionals-Educational, Providers, Employers) each of the URLs would be categorized into a resource page. The group then began to go over the Project NEON – Best Practice Day – Annual Plan document that KYOVR Manager Michelle Cobb had notated during the event on behalf of the Committee. There was discussion of the Padlet platform, which was screenshared by Administrator, Nanci Howard. Guest, Tracy Belfield made mention of a similar platform named “Wakelet”, which Nanci also screenshared for the group, and there was discussion amongst the group of which of these platforms may be the better fit for the Employment First Council Resource Landing Page. Amanda Owen

requested that members and guests gather, categorize, and send resource links or URLs to Administrative Specialist, Pepper Caudill so that she could work with Nanci Howard to upload these to the Padlet platform. Tracy Belfield stated that she would email her contact in Transition at the Co-Ops and request any resources available, and she would share these with the group upon receiving them. Amanda Owen requested that member, Morgan Turner share any resources he's using as a presenter at the Inclusive Summit Conference or similar, with the group for upload to Padlet. There was discussion regarding the QR code within the Padlet platform and how that could be used in this committee's digital training presentations as well as other Employment First training or outreach literature. It was discussed that the group would work together over the next few weeks, via email to develop a QR code, that could be presented for approval by the full Council at the October 13th, 2023, meeting, to be utilized in all Employment First literature. Amanda stated that she would work with her internal PR department to determine the most efficient way to insert a QR code into materials. There was mention of a fact sheet and Amanda Owen stated that she would need to speak to Michelle Cobb to determine what was needed for this action. Amanda Owen made mention of a fact sheet that could potentially come from the Committee's Power Point presentation that could be dispersed to schools and could also contain the QR code. Tracy Belfield stated that this resource could also be pushed out to the Co-Ops as they are big organizations. Member, David Allgood stated that he was in favor of outreach to the schools. Amanda Owen made mention of the possibility of the committee creating an email template that could be used to share the QR code and other resources. David Allgood stated that the committee should be cautious with acronyms used throughout the outreach literature that is dispersed. Amanda Owen reiterated the Committee's main two actions as 1) having an email template created and 2) having a QR code created to present to the full council at the next meeting on October 13th, 2023. It was decided that for staff to adequately prepare and disperse the Committee's action items in the next council's meeting materials packet, the information should be sent to Pepper Caudill on or around September 21st, 2023, at the latest. Nanci Howard praised the committee for all their work performed over the past year and Amanda Owen called for a motion to adjourn. **Member, David Allgood made the motion to adjourn the meeting and a second was provided by Morgan Turner. A vote was not taken, and the meeting was informally adjourned.**

Future areas of focus:

- Amanda Owen requested that members and guests gather, categorize, and send resource links or URLs to Administrative Specialist, Pepper Caudill so that she could work with Nanci Howard to upload these to the Padlet platform.
- Tracy Belfield stated that she would email her contact in Transition at the Co-Ops and request any resources available, and she would share these with the group upon receiving them.
- Amanda Owen requested that member, Morgan Turner share any resources he's using as a presenter at the Inclusive Summit Conference or similar, with the group for upload to Padlet.
- Amanda stated that she would work with her internal PR department to determine the most efficient way to insert a QR code into materials.
- Amanda Owen reiterated the Committee's main two actions as 1) having an email template created and 2) having a QR code created to present to the full council at the next meeting on October 13th, 2023.
- It was decided that for staff to adequately prepare and disperse the Committee's action items in the next council's meeting materials packet, the information should be sent to Pepper Caudill on or around September 21st, 2023, at the latest.

Public Comment: None

Next Meeting Date:

Friday, October 13th, 2023

1:00pm – 3:00pm

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