

Colorado Advisory Council for Persons with Disabilities

Communication Committee

Minutes – November 15, 2016

12pm – 1 pm

Introductions

Gina Robinson, Julia Beems, Steve Wright

Discussing Goals and Strategies

- ✓ Overall Outreach
- ✓ Web
- ✓ Facebook
- ✓ Phone/email
- ✓ Communication plan from parking, ada, and other subcommittees
- ✓ Legislative feature through our agenda/website added for January
 - Weekly Legislative meetings at noon
 - All council members must tune in, must have approval to miss from chair
 - 15 minute sessions, poll to monitor, support, or oppose through power point
 - Lorie will need to post access and we do it through zoom recurring meeting, Julia will set up
 - Will be called “legislative polling” and will start 1/9 at noon and run weekly until end of May
 - All council members must be present unless excused.

Ask Lorie for guidance on how to increase our visibility; increase our likes; Jane/Gina – people come to us as the experts or clearing house; hub for useful information; legislature use us as a primary resource.

Analyze the resource tab....layout, content; All members need to review their area of expertise, similar to the facebook articles, and to submit 5 resources. Create separate sheet and distribute.

Engage with legislators to make sure our info and resources meet their needs.

White paper to all incoming legislators. What can this council do for me as a legislator?

Survey to stakeholders around our web and facebook presence?

Complete by 12/31:

Clean up resources, clean up accessibility.

Need Lorie to talk with Joe and his colleague regarding screen reader functionality. Have Joe look at DD council's website as well, possibly use as an example for Lorie. NFB website is one example.

Policies

- Policy covering who Lorie can accept web changes and agendas from – CAC chair and communication chair (policies and procedures bible and on December agenda for approval by the group).
- Policy about types of resources will be posted
 - CO Specific; national must have CO support or buy-in, CO specific info, content, citations
- Policy about communication and inquiries from web and phone would be handled
 - Vet communications (web email, voicemail, facebook comments) to content experts from the CAC membership; CC will handle web and phone, and will ensure that follow up back to the inquiry is completed. Tracking log has been created by Gina and added to our google folder.

Meetings

The group will hold meetings every other week initially, on the 1st and 3d Tuesdays from 1 – 2 pm. Gina sent out a recurring invite.