



Full Planning Committee Agenda

MSCOD ADA 25th Anniversary Legacy Project

December 17, 2014

1:00 to 3:00 PM

Location: MCIL Board Room, 530 Robert Street North, St Paul, MN 55101

Present: Linda Gremillion, Linda Lingen, Craig Dunn, Andy Mosca, Marie Koehler, Cindy Tarshish, David Schwartzkopf (Phone), Emily Janssen, Ken Rodgers, Dan Reed, David Shaw, Kari Sheldon, Michael O'Day (Phone), Mark Hughes (Phone), Kate Grathwol (Phone)

Report from each committee

Events

- Recent talk with History Center about event times for 7/26/15. Confirmed as a free day. 12-4pm
- Andy, Craig, and Joan met with Wendy Freshman. Outdoor entertainment can be moved inside if need be. Meeting again on 1/15/15.
- Issues are parking and shuttles.
- History Center provides 20 volunteers.
- CaptionMax meeting on 1/9/15, committee will be invited.
- 12/27/14 Kwanzaa Family Day at History Center, committee is invited.
- 7/9/15 RFP closes tomorrow. Deadline was pushed back due to technical issues. Other items for this event:
 - Lex Frieden accommodations are still in the works.
 - 4 breakout sessions
 - Linda G: Gifts from companies will be recognized.
 - Dan Reed: Why is the event free? Linda G: The celebration belongs to the community.

- Registration is required.
- Andy: Continuing Education is being looked into.
- Marie: Registration needs to be well advertised.
- Ken: We need a contingency plan if people just show up without registering.
- Cindy: Online registration is recommended.
- Cindy: Robin Jones Great Lakes ADA could be a funding source, but requires a match.
- IBM gave \$2,000.
- TPT project is fully accessible: open captions, audio description, and interpreters.
- Cindy: Minnesota ADA Coordinators can help.
- Ken: Can we broadcast online? Otherwise, how do agencies connect?
- Contest deadline pushed back to 1/17/15. Dan Reed can help with contest promotion.

Survey

- Dan Reed can help distribute.
- Resend to the committee on 1/5/15.
- There is a meeting with Improve Group tomorrow.

Communications

- Sarah Parker is under contract with MSCOD to help with a communications plan.
- Communications committee plans to meet in January.
- Linda G: Is there value to promoting activities to the ADA National Network? Majority said, "yes."

Documentary

- First draft of script for David Gillette piece needs volunteers to review. Chris Bell and Margot were suggested. Marie, Ken, and Mark volunteered.
- Linda G sent notes to tpt, which were well received.
- Script is 300 words.
- Final creative control goes to tpt, but they welcome advice.

- Ken thinks unused material could have value. We will try to keep it.

Community grants

- Discussion of next year's proposal process
 - \$24,000 budget planned but may not be final. Depends on RFP and fundraising success.
 - Tpt doesn't cover equipment costs.
 - Ken: We need to focus on what proposals we want to get. Proposals will not just be from CIL's.
 - Marie: Make sure that the opportunity for statewide exposure is advertised.
 - Put a criteria list in the RFP. Cindy can help.
 - Marie: We need to specify in RFP that events must be free to everyone.
 - Ken: Free Metro Transit rides desired.
 - Cindy: We must spell out the definition of accessibility.
 - Dan: Open camps?
 - Mark: Mini athletic performances?
 - Ken reminded us that we need to say "people with disabilities," not "disabled people."
 - Linda G needs help with this process.

Volunteer recruitment

- Andy and David Shaw are meeting with Karen Quammen in January.
- Committees are asking for volunteer help.
- Mark suggests contacting Osman Zurah Shriners.
- Disability training is required for volunteers.

Fundraising

- MSCOD is still reaching out.
- MSCOD is meeting with 3M next week regarding the possibility of securing a plane for Lex Frieden.
- Joan is connected with Delta.
- Ken: Military plane could be pursued.

- Jim Finley at DEED could be approached.
- Linda G: \$10,000 in commitments thus far.
- Dave Schwartzkopf wants to see the budget to ensure that we are not “overdoing it.” Linda G will send the budget. The first is spent, and the second will be approved soon.
- Ken expressed confidence in MSCOD and the process.

Next meeting

- February 18, 2015 from 1:00to 3:00pm at the MCIL Board Room



The Minnesota Historical and Cultural Grants Program has been made possible by the Arts and Cultural Heritage Fund through the vote of Minnesotans on November 4, 2008. Administered by the Minnesota Historical Society.

For a list of our partners in planning all 25th ADA events and activities, please visit <http://www.disability.state.mn.us/ada/our-partners/>.