

## Telephone Conference Call

### Commission on Disability Concerns Mayor's Awards Committee Meeting Minutes, December 17, 2008 2:30 p.m.

**(MEMBERS) Present:**

Emma Bordner, Irene Mochel, Vanessa Anspach, Janie Shelton

**Staff Present:**

Karl Stephens, ADA Compliance Specialist

**Guests present:**

None

1. Meeting called to order at 2:35 p.m. by Karl Stephens
2. Review of the following Awards Event areas; assignments:
  - **Event Date** – Staff reported that the Mayor's Assistant had been contacted, and confirmed, that the Mayor's schedule now reflects his availability for the next Mayor's Disability Awards celebration on Wednesday, April 29, 2009, from 3:30-5:30 pm.
  - **Speaker** – Staff confirmed that Mr. Randall Howe has accepted the invitation to act as Keynote Speaker for the April 29, 2009 event.
  - **Food and Facility** – Staff confirmed that the Library Program Room has been reserved from 1:00 p.m.- 6:00 p.m. on April 29, 2009, with the actual event from 3:30 – 5:30 p.m. Staff will ask the Mayor and Council about the possibility of changing the time and day of the week for this event in future years; i.e., Saturday evening, in order to seek different venues, such as ASU.
  - **Public Relations** – *Emma Bordner reports that with the Arizona Republic as the primary newspaper source, more efforts will be made to also utilize local, neighborhood newspapers, as well, to better notify the community about the Awards event and the need for the community to nominate potential award recipients in the various categories. She will contact the City of Tempe Community Relations staff to coordinate water bill insert advertising the next event. Need better way to identify employers of people*

with disabilities. Staff will contact Dial-A-Ride again for input re: possible employers.

- **Plaques and Certificates** – *Discussion that the Tempe Diablos have already confirmed that they will participate again as sponsors in 2009.*
- **Registration and Printed Programs** – *The TCC has a contract for printing the registration and programs have usually been no problem. However, the cost of the invitations and shrinking budgets for the current year indicate the need for some assistance from a community sponsor. Discussion that the Committee needs to find community sponsors to assist with the costs of printing, especially for the event invitations, which are the most costly. Staff will contact local Tempe printing companies for possible sponsorship of the event invitations.*
- **Nominations** – Janie Shelton, Irene Mochel and staff will take the lead to discuss a 'cold call' strategy to target more community assistance with nominations for all of the categories represented at the next event.
- Next Meeting: January 21, 2009, 3:00 p.m.-4:30 p.m. at the Tempe Community Council Office, 34 E. 7<sup>th</sup> St., Bldg. A.

Meeting adjourned at 2:55 p.m.

Prepared by: Karl Stephens

/s/ Karl W. Stephens  
Staff Liaison, ADA Compliance Specialist