# King County Combined Fund Drive Steering Committee Minutes

Tuesday, November 8, 2016 – Magnolia Room 9:00 a.m. – 10:00 a.m.

In Attendance: Curtis Bronson (WSDOT Alaskan Way Viaduct), Mike Morris (DSHS), Lauren Lane (RMcH), Hoang Tran (DSHS), Jolyn Mason (UWCFD), Kerri Everly (UWCFD)

Attendance via phone – Britni Brown (DOC)

#### Welcome & Introductions

### Action Items Review:

- Curtis asked Philip for an update on creating a funny how to give online video. –
   Done in October.
- Per Mike's request, Philip will check with Matthew about conferencing systems we might be able to use. Will follow up with Philip.
- Philip to send supervisor names of current coordinators for us to reach out to about nominations for recognition awards. Philip will send these to Jolyn.
- Jolyn to send out survey to see if we need/want to move the meeting day/time/locale.
   Jolyn sent at end of November.

# Outreach & Learning

- Welcome to New Members
  - We are excited to welcome Britni Brown from the DOC. She is happy to have the opportunity to participate. Hoang Tran joins us from DSHS and finds that he has more time to participate and wanted to help. Welcome!!
- Recognition Event. See below.
- Design-Construction Conference at Shoreline Center in February. We will book and work out details with state CFD office about staffing.

#### Budget

Added training costs and t-shirt costs.

### Subcommittee Reports

- Training, Recognition, Agency Fairs, Procurement
  - Jolyn will bring training feedback to next meeting.
  - Instead of agency fairs, we will explore having a kick off breakfast with the state CFD office. Target date is September 2017.
  - Need help with procurement!
  - Recognition event will be at the UW there will be parking. We will ask
    Heather to be the photographer and for Dawn to be the bartender. There is a
    western theme. We will ask committee members to donate Wine, beer and
    hard cider.

## State Report

- Marketing, Development, Volunteer Outreach & Overall News
  - From Mike:
    - The Masquerade Ball is over and was nice
    - DSHS golf tournament raised \$7600 for the CFD
    - Next year, the 3 agencies that put on golf tournaments will spread them out over 3 months and use different courses.
    - The 12 shirts sold out twice!
    - Looking at restricting the department

 1st week to give was very successful – UW had 600 donors increase their gift!

## • Member check in

- o Lauren staffing lots of fairs and busy with school only 3 more quarters to go!
- Kerri UWCFD is super busy. We have a Lunch and Learn and a Stair Climb coming up. She is also excited to welcome her grandson, Mason, to the family!
- Curtis the pirate photo booth raised \$400 for Farestart! Is happy to have help this
  year and is taking care of granddaughter on a regular basis.
- Mike Still working on a special project at HQ.
- Jolyn enjoyed voting with her boys!