

Public Service Recognition Week (PSRW) Meeting Minutes

April 5, 2006

ATTENDANCE:

Linda Brock, Liquor Control Board
Josi Brooks, Secretary of State
Sandy Brown, Liquor Control Board
Chana Clark, Secretary of State
Cher Fleury, Parks and Recreation
Jeanna Gillis, State Auditor's Office
Bonita Hill, Department of Natural Resources
Cindy Jorgensen, Parks and Recreation
Julie Lies, Gambling Commission
Suzanne Lewis, Liquor Control Board

Linnaea Jablonski, Secretary of State
Donna Perkins, Liquor Control Board
Kathy Radcliff, Department of Transportation
Tracy Robinson, Attorney General's Office
Suzanne Shillander, Department of Health
Elizabeth Stancil, Department of Licensing
Jennifer Swidler, Military Department
Cheryl Thietje, Health Care Authority
Melissa VanGorkom, Washington State Patrol
Angella Ward, Fish and Wildlife

WELCOME AND INTRODUCTIONS

Chana Clark called the meeting to order at 9:00 a.m., and welcomed all attendees. Introductions were made for the record.

GENERAL INFORMATION/UPDATES

Chana said the volunteer sign up sheet is up on the wall. Once volunteers are signed in, it is converted in to Word and distributed out electronically to all the reps.

Area event flyers are done will be posted on the web as soon as they are proofed. Last minute errors are being corrected.

The Governor's attendance is still up in the air, although it is still on her calendar as tentative.

Weldon Wilson is confirmed for photos, as per Melissa VanGorkom from State Patrol.

COMMITTEE REPORTS

Celebration Committee:

Suzanne Lewis said that everything is pretty much confirmed. So far there are 13 agency display registrations received, and one outside vendor. Cher Fleury asked if Parks had submitted an

application for a display, since they were intending to do this, and was advised to go ahead and send one in even if it was a duplicate, just to be sure.

Paula Gay from the Office of the Insurance Commissioner and Michelle Fisher from Department of Social and Health have resigned to accept new jobs. However, the food issues were pretty well set, so nothing was left unfinished. Kudos to both for a job well done!

Suzanne reported that so far there have been “zero” audition tapes sent in for the Talent Show, and that we need to “talk it up” at the respective agencies. Chana noted that in so far, she’s had four requests come in since a reminder email went out to the reps.

Suzanne referenced the volunteer sign up sheet, and said please check which area you’d like to sign up for. The jobs consist of manning the soda and water, chip and cookie tables, hot dog helpers, condiments, parking attendants, informational booth attendants, help with the talent show, set up and clean up. **This sign up sheet will be up during the next tow meetings, so everyone is encouraged to do so.**

Chana asked if the person who volunteers for the Information Booth should wear something bright colored to designate them differently, so that people can find them easily. Perhaps for next year, we’ll have something like this in mind early in the process. The tent will be blue with a sign and placed in the center of the event to be accessible.

Parking was discussed, and Suzanne said the attendants need to be there by 9:30 AM to make sure that people are in and out. The 5th Avenue parking lot will be blocked off for the Talent Show Judges and participants.

Suzanne said that Larry Watkinson has been contacted to whether he will provide the hot dog carts, or have a big BBQ grill. She stated him and wants the volunteers for the hot dogs to remain the entire time to avoid confusion.

Extra Mile Committee:

Bonita Hill reported the committee met last Wednesday, and have selected 14 winners from across the state out of the 197 nominations that were received.

Chana reported that the agency directors are notified of the winners and be kept confidential so the agency can decide how they want to recognize them. Usually it is internally or at their area celebration. All nominees are notified AFTER the events are over to avoid confusion.

Chana said that if there were any questions in this regard, to please forward them to her.

Longevity Committee:

The letters and certificates are signed and are ready to go out. Tracy Robinson said that we need to get the word out to the agencies and areas that have recipients so that the outlying areas can recognize them in their area.

The letters and certificates will be sent to the contacts in all outlying areas.

Chana said that Linnaea is working on the brochures, which will be sent out as soon as it is finished.

There will be one participant in Olympia for the 45 year award. The biography will be forwarded to Suzanne.

Poster Committee:

Melissa VanGorkom reported that she has received more entries: 135 total, 108 from Olympia; 12 from Spokane; 10 Tri-Cities; and 5 from Vancouver. She reported that the committee will be judging and laminating next week. Deer Creek Awards will send the ribbons and the art will be ready for Arts Walk the 21st and 22nd of April.

Letters and Certificates will be done, signed and sent out within the next two weeks to all the recipients.

OUTLYING AREA REPORTS

Spokane:

- Next meeting April 13th. Everything is on track for this event.

Tri-Cities:

- Are getting their speakers and agendas ready.

Vancouver:

- Getting their agenda and speakers in line for this event.

MISCELANEOUS/OTHER BUSINESS

Olympia City officials, the Port Commissioner, and HR administrators from surrounding areas were invited to attend the celebration in Olympia, as well as within the other areas.

Legislative letters are being worked on, and will be ready to mail out next week.

Chana encouraged everyone to sign up to volunteer for the Olympia and that the volunteer sheets will be up for the next two meetings.

Chana reminded everyone there are only two more meetings until the event! She also said the conference room is reserved from 8:00 am until 11:00 am and that is a good time for any of the committees to meet.

There being no further business, the meeting was adjourned.

Next Meeting:
April 19, 2006 from 9:00 – 10:00 a.m.
State Library Building
6880 Capitol Blvd S
Tumwater, WA