



SCWIB Committee for Inclusion
September 4, 2019 Meeting Minutes

Attendees: Robin Thomas (Chair), Don Harris, Crystal Whittier, Jennifer Taylor, Teri Ebel

Robin called the meeting to order at 1:05 PM

Don made a motion to approve minutes from 08/29/2019. Crystal seconded. All in favor.

October Inclusion Event: Discussion was had for the upcoming 2019 Fall Inclusion events

Date/Time (confirmed):

- West Plains, Thurs., 10/ 10/19; 9 AM- 12 PM; Ozarks Small Business Incubator
- Poplar Bluff, Tues., 10/15/19; 9AM-12PM; Poplar Bluff Chamber of Commerce

Event Name (confirmed): *Beyond Barriers: Supporting Mental Health in the Workplace*

Event Theme (confirmed): Mental Health and Substance Abuse issues in the workplace

Schedule (confirmed):

- 8-9 AM Set Up (U-shape; resource table at the back for agencies brochures, info sheets, flyers); committee supplies decorations, if possible
- 9-9:30 AM Registration table out front manned by one person
- 9:30-10:30 AM Robin (MC) welcomes and explains housekeeping info; Vanae presents opening remarks and Opioid Grant info; Main Presenter
- 10:30-11 AM Brunch and Networking
- 11-12 PM Panel Discussion with questions from the audience (Facilitator: Jennifer Taylor)

Presenters:

- National Alliance on Mental Health (NAMI): Robin has reached out to national level who suggested local people be presenters. They have not responded to Robin's calls/contacts. She will pursue.
- Missouri Institute for Mental Health: Robin contacted Jessica and Nicholas (per suggestion from Don) but they are unable to be there; Don suggests contacting Duane Shumack, lead Employment Specialist at the central office or Sandy Counselor from the St. Louis area
- Vocational Rehabilitation Mental Health Liaison?
- Panelists:
 - Royal Oaks: Corporate HR Director, Wendy Green (HR Director-WP), employee
 - Crystal will see if she has an employer for the panel
 - Panel questions will be determined 1-2 weeks prior to the events when we have the all of the panelists; questions will be provided to panelists prior to the event

- Additional panelists? Share panelists for both events?

Marketing/Event Materials and Outreach:

- Save the Date cards distributed by Robin, John and Teri through email and in person
- John and Teri email employers, make personal contacts, announce at Chambers of Commerce, etc.
- Jennifer will see if Sheila Cloud can pull additional employer list from MOJobs
- MOJobs e-Blast, if possible
- Flyer will be created by Valerie when we have presenters; may end up to be a generic flyer
- Jennifer will bring name plates and markers for participants at the events

Food Sponsors:

- West Plains- Preferred Family Healthcare/Diana Weaver sponsors brunch for 25-40 people (number to be determined 7-10 days prior to the event, depending on registration numbers)
- Poplar Bluff-Preferred Family Healthcare/Angie Tibbs?
- Simple food that facilitates networking

Follow Up:

- Robin created paper survey for participants to complete prior to leaving the event

Action Items

- Everyone: table decorations/candy
- Robin
 - Presenters/more panelists
 - MH county statistics to be shown on a PPT loop in the background prior to the start and during the brunch
 - Depths of Despair video
 - Speaker/Panelists photos/bios/philosophy/quotes for PPT and/or agenda
- Valerie
 - Event Flyer
 - Event Agenda
 - Candy-will the SCWIB provide for both events?
- Jennifer
 - Check with Sheila Cloud about employer email list
 - Bring name plates and markers
 - Facilitate panel
- Teri/John
 - OUTREACH - Distribute materials

Adjourned at 1:39 PM

Next phone meeting: Wed., Sept. 11, 1 p.m.

877-594-8353, Code: 59964688