



Objective: Connect-Ability Recruiting/Hiring/Retaining Committee Meeting

Meeting Date: March 27, 2008

Meeting Place: Office of Protection and Advocacy

Attendees: Cathy Ludlum, Noreen Shugrue, Quincy Abbott, Jim Quick, Susan Monteleone, Kathy Blewett, Kerri Fradette, Carol Modugno, Margarita Torres

Action Items:

Item	Action	Responsibility	Due Date	Status
1.	Provide feedback to the on-line toolkit Update	Workgroup	4/3	In Progress
2.	Provide feedback to the two-year Plan	Workgroup	4/18	
3.	Submit Employer Names for 2008 Top Employer Award	Workgroup	4/18	In Progress
4.	Draft 2009 Top Employer criteria and selection process	Margarita	4/18	In Progress
5.	Provide feedback on the Employer Toolkit areas of priority	Workgroup	4/18	In Progress

Introductions: Introductions were made.

Project Plan:

- Margarita reviewed the proposed two-year plan and asked for feedback to ensure that she has accurately captured the workgroup's top priorities. Assistance is needed in creating specificity for 2009.

Top Employer - Summit:

- We reviewed the process for selecting the 2008 Top Employer. All agreed that given the timeframe associated with creating and implementing a process prior to the Summit date of June 12th, we should keep this year's process uncomplicated.
 - Awards will be given to only 3 Employers
 - Agencies should review their data on Employers that are disability friendly and submit these names to Margarita.
 - Data kept by BRS (query data for CRPs) will also be considered.
- Margarita will draft process for selection of 2009 top employer and submit to Workgroup for their consideration and feedback. This process will be unveiled at the Summit to enable Employers to participate from June 2008 to June 2009.

Employer Toolkit:

- Cathy Ludlum reviewed the draft of the on-line toolkit updates. The group agreed to provide feedback to Cathy by **4/3**. Cathy will then update the documents with enough lead-time for their inclusion in the next website refresh – **4/28**.
- Margarita reviewed the attached document outlining areas of priority and asked the Workgroup for feedback.

Local Level Initiatives:

- Questions were asked regarding the Employer/Employee Workgroup's involvement with the Local Level Initiative Pilots. A suggestion was made that a representative from the workgroup be present during the Strategic Planning Sessions in order to provide input. Margarita will bring this suggestion back to the Staff.

New Business:

- Carol Modugno distributed information regarding New York City's mentoring program for people with disabilities.