**Present were:** Rudy Ignacio, Vice Chairperson; Lou Mesa, Member at Large; Lisa Ogo, Member at Large; Roy Rosario, Member at Large; Josephine Cortez, Member; Carla Torres, GSAT program coordinator; Raymond Sayas, GDDC; Jack Larimer, GDOE; Ben Servino, DISID/DVR/DSS; Jennifer Vicente, GLSC-DLC; Karen Taitano Primacio, AHRD/GDOL; Monika Duenas, ASL Interpreter

*Meeting called to order at 2:05 p.m.*

1. **Review/ Approval of minutes**
	1. Rudy makes a motion to approve the minutes, Ben Servino 2nd. All in favor. Approved by acclamation
2. **Conference**
3. **Date.** The proposed Conference date was March 11, but after connecting with the mall the only available Saturday was March 19. Carla said we had to work around that. She adds that she received confirmation that the Women’s Veterans’ Conference was set for March 11. She expressed that GSAT wants to be present at this conference. March 4 for the Conference is what’s available in terms of venue.
4. **Location**. Pacific Star Hotel based on availability and cost.
5. **Co-sponsorship** – Guam Legal Services-Disability Law Center has committed $1000.00 for the facility rental. Cost of Pacific Star is $5500.00. GSAT budget was $5,000. GSAT is spending $4500 for the facility rental, that leaves $500.00 which would’ve been spent on facility, but probably be allocating towards advertising. GSAT didn’t have advertising money this fiscal year. Raymond said GDDC is confirmed to support for 1 PDN ad. Lisa suggested to do a Public Service Announcement through radio stations to capture different audiences, i.e. Sorenson. Carla shares that she’s been invited in the women in business shows. She plans on doing a Kuam in the Mix , to feature the demo center. She will talk to Joan in March as part of the DD Awareness Activity, and also advertise the Conference and Fair there. DISID/DVR/DSS has also agreed to sponsor $1000 for advertisement.
6. **Agenda** (Carla presented to the council a draft agenda, subject to change. )

Keynote Speaker? Maria Pineda last year highlighted the various resources in the community which you often have to access. Carla said we can talk about that. Carla reads and explains agenda. Ben Servino said that an MOU has been worked out for the DISID computer center and AmeriCorps collaboration. Carla stated that DVR and WIOA are the partners, so it can be a shared presentation. Ben Servino identified 45 minutes for the presentation. He also shares that GRTA received accessible vans with lifts and proposed that GRTA demo it. Carla suggested a commercial that contains disability awareness. She wants to ensure captioning is good and figure out the narrative part for individuals who are blind and low vision. Carla requested input from the Council members, if other people will take offense. Lisa disagrees, and shares that you have to joke about it cause you have to live with it. Carla said anybody who is not accustomed to working with Individuals with Disabilities maybe having the experience for the first time. She expressed that this is a good way to bring about awareness. Jack Larimer also shares that when we watch the commercial, people with no disability will be comfortable around individuals with disabilities. Carla proposed that, since DISID/DVR and GDDC does sensitivity training and ADA stuff they can help facilitate the intro and short discussion after the commercial to highlight the main things on what not to do. Raymond Sayas said he’ll get feedback from Marie Libria. Ben Servino expressed that it’s appropriate, but suggested videos with American English speaking as opposed to the British/Australian accent. Carla shows the YouTube commercial videos to the council. Carla welcomes Lisa’s suggestion on having council members read the GSAT mission and vision statement in lieu of a keynote speaker. Carla will work with individuals as time approaches, in terms of how much time, who’s going to be speaking, outline of the presentations and what’s needed.

1. Theme/ Title. Carla proposed a transition in general them. Furthermore states that adding 11 of the buses from GRTA all equipped with lifts is a good transition for transit in the direction of servicing people with disabilities.

**Theme Ideas**

1. Changes in our World
2. Adapting to Changes
3. Adapting to Transition
4. Life in Motion
5. Promoting transition access through AT
6. Promoting and Protecting Access to Assistive Technology
7. My Strengths and Success through Transition
8. Empowerment through Transitions
9. Technology and Transitioning
10. Using technology to promote Transition
11. Promoting and Protecting Access to Assistive Technology while in Transition

Lisa likes Ben’s idea, it’s self-explanatory. Carla states that 5% of GSAT grant requires that it be spent on Transition , either in the area in Training or Technical Assistance.

1. **Fair**
2. **Date** - March 19; 10-2PM at the Micronesia Mall Center Court
3. **Vendor Invite List** (Disseminated to the Council) 115 agencies on the compressed list provided. Carla states that the invite list is sent to almost 300 individual, broken down with schools, Caridad Programs, and Public Health. She adds that not all big department's division shares information so we want to make sure that they get invited. Carla asked the Council to share if there are any additions or oppositions to the list. Karen Taitano Primacio mentioned that the Department of Labor is now under one umbrella after it recently passed legislation. Guam Employment Services is a division under the American Job Center. Carla suggested sending it to the Director and divisions , because based on experiences, it doesn’t get disseminated from the top. Karen Taitano Primacio said she recognized that those were some of the challenges. Karen will send an email for updates and contact. Carla informs the council to keep in mind the relevancy of the display and adds that it is an Assistive Technology Fair, however it is extended to all types of services that benefit individuals with disabilities and their family members , but really want to keep it to that
4. Entertainment. Limit to half an hour . GCC ASL Class will do sign songs and “Happy hands” will set up a booth to do signed stories
5. **Timeline for Conference & Fair**
6. **Invitations -**
7. **Advertising** - Carla proposed 1 Ad to advertise both events 2 weeks prior to the conference . 1 PDN Ad on Feb 18 to advertise both events. Rudy makes a motion and Josie 2nds. All in favor. The ads will be prepared camera ready and will be sent to Ben Servino and Raymond Sayas. Jack offered to place the Ad on the GDOE website . GSAT will send the 11x17 posters to agencies and attach the flyer and conference on the email. Jack Larimer and Nichol Napoleon can help disseminate to the schools. 2nd Ad for the Fair will run on March 13, 2016 (GDDC) Roy Rosario makes a motion to run the Ad, Rudy 2nds the motion. All in favor
8. **Registration**. Conference Registration will open from February 18 and end February 29, first come first serve. GSAT automatically registers the council , and verifies with the individual if attending. Carla states that if we reach capacity before February 29 then we close registration. Onsite registration is only done when seats are open. Fair vendor registration open February 18 to February 11.

Karen Taitano Primacio suggested to do a panel with all GSAT Advisory council members. They can talk about how they promote and protect access in their roles. Carla describes transition as change in general. Transition is moving from one environment to another , i.e. school to work . Carla said that with the State Plan that DISID has and with DOE , there are AT pieces and so from getting them from school and promoting and protecting their Access to AT, it’s still there when they leave and go into the workforce. Carla proposed another meeting on February 9, 2016 at 2:00pm with the design work, theme goal, and agenda. Carla will talk with Sherolyn Guerrero if she has any ideas in terms of graphics . Carla asked Ben if providing the artwork a week before the conference is ample time, Ben agrees. Jennifer asked to email the choices and agenda. She will talk with staff attorneys to present on the cases.

Meeting adjourned at 3:20pm