

DIN Annual Report 2023-2024

Background:

In 2013, Governor Inslee signed Executive Order 13-02 to address the disparities and reduce discrimination in hiring, retaining, and promoting people with disabilities into State service. The order created a hiring initiative that the state workforce be comprised of five-percent people with disabilities. The Disability Inclusion Network (DIN) Business Resource Group (BRG) was created as a result. The DIN officially launched in August 2019 to address Governor Inslee's order.

Mission and Purpose:

The DIN BRG exists to engage the experience, values, and knowledge of people with disabilities in state government, promote universal access, and create an environment where people with disabilities can fully participate in all aspects of the workplace.

Vision

- Washington State is an employer of choice for people with disabilities
- People with disabilities have equitable access to opportunities and resources through recruitment, hiring, training, development, retention, and promotion
- The DIN BRG is an education resource that supports disability inclusion in Washington state workforce

Leadership (2023-2024 year)

- Chair – Linda Lohdefinck (8/23 – present) Acting Chair (4/23 – 7/23)
- Vice Chair Mary “Maggie” Campbell (Appointed 5/23) (Elected 08/01/23 – 06/24)
Acting Vice-Chair – Sarah Norton (7/2024 – present)
- Secretary – vacant
- Communications and Marketing Director (8/23-7/24) Stuart Sanderson
- Executive Sponsor (10/21 – Present) – Michael MacKillop

Continued Goal: Improve awards/recognition system:

DIN successfully improved on the process for the RADD Awards and continued with a Third year of this event. 5 award categories, 4 categories received nominations, scored the nominations, and on July 24, 2024, DIN held its third annual Disability Inclusion Network Respect, Acceptance, and Dignity for Persons with Disabilities (RADD) Award ceremony. Speakers included Governor Inslee, Heather Bartlett (Ecology – 2023 Agency Winner), and DIN Executive Sponsor Michael MacKillop. At this ceremony both award winners and a runner up in each category were announced.

The categories that were awarded for a significant contribution to disability awareness and inclusion by:

- A. Manager/Administrator
- B. Team

- C. Individual of the Year
- D. Advocate of the Year

Awards/Recognition for DIN:

The 2023–24 Leadership for the Disability Inclusion Network (DIN) Business Resource Group was a recipient of the Extra Mile Award at the PSRW 2024.

[Public Service Recognition Awards 2024](#)

2024 Extra Mile Award recipients

Disability Inclusion Network Leadership 2023-24 Nomination text:

The 2023–24 Leadership for the Disability Inclusion Network (DIN) Business Resource Group has a passion for evolving an inclusive and accessible workplace for people with disabilities throughout the state enterprise.

As volunteers to the work of DIN, the DIN leadership team of Linda, Stuart, Maggie and Sarah have been responsive and informative, leading conversations, action and concrete guidance in braiding inclusive practices around ASL, neuro-divergence, mental health, digital accessibility, recruitment and reasonable accommodations into the fabric of state agencies. They partner with peer BRG groups, agencies and individuals to support the DIN mission.

They reformatted the DIN general meetings to allow more time for members to engage in committee work and advocated strongly for ASL and CART usage in all BRG general meetings as a way to also welcome Deaf and Deaf Blind state employees into the broad work of the BRGs.

The DIN leadership understand the intersectionality inherent in disability—people with disabilities exist within all communities and identities—and the leadership group forges alliances and collaborations to ensure the belonging of people with disabilities of all backgrounds in the state enterprise. The DIN leadership is passionate, caring, creative, motivated and seemingly tireless in forwarding the mission of the Disability Inclusion Network

Accomplishments achieved in the past year include:

1. Plan for follow-up statewide survey to explore disclosure of disability rates in marginalized communities and reasons why respondents choose to disclose or not, etc.
 - DIN conducted a statewide survey to explore disclosure of disability rates in marginalized communities and reasons why respondents choose to disclose or not. Survey results were shared with GCDE and used to inform Results Washington presentation to the Governor at the Results Washington Public Performance Review on “Employment Opportunities/Support for People with Disabilities” to the Governor December 2023.
 - A summary of the Survey response stats and a copy of the questions we used were shared with OFM.

- The survey is undergoing revision in the Disability Justice Subcommittee. Once the revision is completed, we anticipate the survey will be open Fall 2024.
2. Reasonable Accommodation – Employer and Employee Guides: Separate guides have been developed by the DIN Resource, Education and Policy (REP) Subcommittee and are in final draft for DIN Leadership, REP and Communications review.
 3. DIN has continued to bring guest speakers to both DIN general membership meetings and special events to provide training, advocacy, and other information for state employees about disability topics. DIN General Membership meetings now alternate with DIN Subcommittee meetings to allow for more participation. Some of the topics presented/activities at these meetings included:
 - September: Elaine Stefanowicz - Introduction to GCDE, Tim Smolen from OIC: Medicare
 - October: Sub Committees
 - November: Human Rights – Maggie Campbell, Stuart Sanderson - Veterans Day & Reflections
 - December: Sub Committees
 - January: Dr. Jen Thomas presented: The Transformative Power of Resilience: Choosing You!
 - February: Sub Committees
 - March: Elizabeth Gordon: Legislative Review - bills that directly impact people with disabilities. Overview of Exec. Order. Sarah Norton: Women’s History Month presentation.
 - April: Sub Committees
 - May: Maggie Campbell presented on National Speech-Language-Hearing Month and Mental Health Awareness Month
 - June: Sub Committees
 - July: Election speeches, Presentation: Sarah Norton - National Black, Indigenous, People of Color (BIPOC) Mental Health Month
 - August: Sub Committees
 - DIN had representatives at booths for: PSRW, OIC Employee event, and LCB employee recognition event
 4. DIN has collaborated with the other Business Resource Groups on ways to continue to support each other and promote BRG activities and the intersectionality of identities.
 - PSRW: Sarah at DIN created brochures including information for all BRGS. File was shared with BRGs
 - July: Linda shared information about DIN at the WIN Heritage celebration
 - July: VERG & WIN BRG representatives attended DIN membership meeting and provided introductions/information to their BRGs
 - August 2024 – Linda attended the BRG Leadership Luncheon workshop

DIN has continued to work to stabilize ASL and CART services not just for DIN's meetings, but for all BRGs meetings and events. All our activities and efforts are directly affected by having these services available to engage members of all BRGs. This is not just a "DIN" need. We will continue working to have a process in place for all BRGs to be able to request ASL/CART. Involving the Office of Equity, Office of Financial Management (OFM), and the Office of Deaf and Hard of Hearing (ODHH) has been an important support in this process. Additionally, DIN has worked with OFM to improve communications and trust in working together. We will continue to work on promoting equity and inclusion for all those represented by DIN and other BRGs.

Other DIN Presentations/Accomplishments:

- Provided feedback to DFW on their Accommodations Request Form.
- Provided comment/feedback to RAIN on proposed pronoun background.
- Provided comment/feedback to ICSEW on proposed theme format for conference materials
- Maggie Campbell presented a lunch & learn to the Washington State Patrol with information about hearing loss and creating a better work environment for someone with hearing loss.
- Provided concerns/feedback on job announcement re: Language access strategist wording and education/experience.
- September 14, 2023 the Disability Inclusion Network (DIN) hosted a presentation from the Office of the Insurance Commissioner (OIC). The main presentation and discussion was regarding Medicare.
- April 2024: Sarah presented to the DEI Council on Accessible Virtual Meetings and Events
- Linda participating in DOH IT Accessibility Steering Committee, DOH Digital Accessibility CoP, and WA Tech Teams Enterprise Accessibility
- Linda & Sarah – Results Washington presentation about DIN and how RW can support and be involved with DIN and its work
- DEI Conference Presentation by Linda & Sarah July 2024: "Disability Inclusion: simple steps you can take today to make your workspaces more inclusive and equitable."
- The REP has provided leadership with the final draft of the "Reasonable Accommodation - Employer Guide" and the "Reasonable Accommodation - Employee Guide". The Communication/Marketing Subcommittee will add to the documents i.e., accept changes, add relevant photos, and ensure the documents are accessible.
- The Disability Justice Subcommittee is working on revisions for the annual Disability Survey questionnaire. The first survey statistics were presented to the Governor's PPR fall 2023. The new survey will come out fall 2024.
- "Disability Inclusion in the Workplace" guide is being actively shared with agencies/requestors. This guide provides a comprehensive overview of disability topics for all workplaces, from general disability awareness tips; to disability friendly workplace strategies; and information about specific disability categories.

Items to follow up on status check:

The Education, Training, and Advocacy Subcommittee (ETA) continues to work on created a 'Disability 101' presentation and is working with the Resources and Policy subcommittee to create a training that presents the materials in the "Disability Inclusion in the Workplace" guide and the "Hosting an Inclusive Virtual Meeting" guide.

Materials DIN developed:

- BRG Brochure with QR codes – this was distributed to all BRG leads
- Revised website with added resources
- Final draft of Employee and Employer Guides to Reasonable Accommodation Process

Membership and Subscriptions

DIN has Active members, members of the community at large, and subscribers to our GovDelivery bulletins. All play an immensely important role in furthering the mission and values of DIN and our annual goals.

GovDelivery

GovDelivery bulletins are sent out regularly by DIN on a variety of topics. Along with announcing monthly DIN meets and special events hosted by DIN, these bulletins also inform on opportunities for community involvement such as Digital Equity Forum listening sessions, HR Lunch and Learns.

DIN also seeks to share other BRG events via the DIN GovDelivery system as well.

Significant Data Points	
Total GovDelivery Subscriptions August 2023	4614
Total GovDelivery Subscriptions July 2024	4967
Total New Subscriptions	351
Total GovDelivery Bulletins sent Aug '23-July '24	54

Membership and Meeting Attendance

Active members are described as any member who has attended 6 of the last 12 meetings for DIN. Active members can vote in elections and run for leadership positions. However, DIN is open to all State of Washington employees.

2023-24 Significant Data Points	
Total unique attendees at DIN meetings between 8/23-7/24	123

Highest number of attendees at DIN meeting between 8/23-7/24	42
Average attendance at DIN meeting 8/23-7/24	28
Total number of DIN meetings held 8/23-7/24	11
Number of active members as of 7/24	35
People attended their first DIN meeting since 8/23	80

DIN Subcommittees

Communications and Marketing Subcommittee

The communications subcommittee spent a large portion of this past year working diligently on the DIN website, attempting to increase traffic to the website by posting relevant content. This subcommittee's mission and goals include:

1. Provide an engaging and interactive website that is user friendly that provides valuable statewide information and resources and provide information about DIN and DIN activities.
2. Ensure that all forms of communication and marketing are accessible and promote universal access throughout the enterprise
3. Provide technical assistance to other BRGs when needed

Resources, Education and Policy Subcommittee

The Resources and Policy Subcommittee and the Education, Training, and Advocacy Subcommittee (ETA) combined to form the Resources, Education and Policy Subcommittee (REP). The combined group is more robust and actively working on several projects. New Mission and Goals, etc. are noted below:

Mission and Goals:

Engage. We partner with employees, leadership, agencies, and legislators to support people with disabilities in obtaining and maintaining employment within the state. This is to ensure equal opportunity through actively hiring, retaining, and promoting persons with disabilities.

Create. We create, source, and refine media and training materials that provide disability education and advocacy resources.

Educate. We provide resources including videos, trainings, and educational materials.

Consult. We consult with employees, leadership, agencies, and legislators on disability and inclusion policy, procedures, and training.

Disability Justice Subcommittee

The Disability Justice Subcommittee continues in the process of building membership and activities. The mission and goals of this subcommittee include:

1. Identify the gaps and barriers for persons with disabilities in marginalized communities
2. Increase awareness of the intersectionality of identity(s) for peoples with disabilities

3. Provide trainings and educational materials on issues related to disability justice

Financial:

Acct Process Date	Services Purchased (Interpreting/CART)	Invoice Num	Amount
FM 01 July	0100 - Interpreter / Translation Services	45850	\$ 150.00
FM 02 August	0100 - Interpreter / Translation Services	37484	\$ 890.13
FM 02 August	0100 - Interpreter / Translation Services	37486	\$ 137.52
FM 02 August	0100 - Interpreter / Translation Services	ON427084	\$ 1,050.00
FM 02 August	0100 - Interpreter / Translation Services	43457	\$ 498.30
FM 02 August	0100 - Interpreter / Translation Services	43458	\$ 157.07
FM 04 October	0100 - Interpreter / Translation Services	37643	\$ 686.43
FM 04 October	0100 - Interpreter / Translation Services	46639	\$ 330.00
FM 05 November	0100 - Interpreter / Translation Services	37851	\$ 981.64
FM 05 November	0100 - Interpreter / Translation Services	37853	\$ 946.12
FM 05 November	0100 - Interpreter / Translation Services	47258	\$ 240.00
FM 07 January	0100 - Interpreter / Translation Services	38016	\$ 981.64
FM 07 January	0100 - Interpreter / Translation Services	46067	\$ 360.00
FM 07 January	0100 - Interpreter / Translation Services	48339	\$ 240.00
FM 07 January	0100 - Interpreter / Translation Services	48604	\$ 240.00
FM 08 February	0100 - Interpreter / Translation Services	38224	\$ 455.40
FM 08 February	0100 - Interpreter / Translation Services	38346	\$ 886.93
FM 08 February	0100 - Interpreter / Translation Services	49033	\$ 240.00
FM 09 March	R100 - Court Reporting / Transcription	49647	\$ 240.00
FM 10 April	0100 - Interpreter / Translation Services	38489	\$ 447.45

FM 10 April	0100 - Interpreter / Translation Services	38606	\$ 886.70
FM 10 April	0100 - Interpreter / Translation Services	50189	\$ 240.00
FM 11 May	0100 - Interpreter / Translation Services	38706	\$ 447.45
FM 11 May	0100 - Interpreter / Translation Services	50694	\$ 240.00
FM 12 June	0100 - Interpreter / Translation Services	38867	\$ 878.75
FM 12 June	0100 - Interpreter / Translation Services	51304	\$ 240.00
		Total	\$ 13,091.53

Other expenditures:

Fiscal Month	Services Purchased	Vendor Name	Invoice Num	Additional Notes	Amount
FM 05 November	Software Licenses & Maintenance	US BANK PURCHASING CARD PROGRAM	SURVEY MONKEY	NOV 2023 #4664	\$328.50
FM 07 January	CJ - Training Services	CHAMELEON OCLOCK LLC	120	ONLINE SPEAKER	\$500.00
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-100PC FIDGET MESH TOYS	APR 2024 #8318	\$19.75
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-100PK SENSORY FNGR RNGS	APR 2024 #8318	\$16.46
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-3PK HANGING FOIL FRINGE	APR 2024 #8318	\$17.56
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-50PK MONKEY NOODLES	APR 2024 #8318	\$21.53
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-6@36PK ASL DESK PROMPTS	APR 2024 #8318	\$55.14
FM 11 May	Advertising	US BANK PURCHASING CARD PROGRAM	AMAZON-72PC SENSORY STICKERS	APR 2024 #8318	\$13.17
				Total	\$972.11

Goals for 2024-2025:

- **Develop DIN Newsletter**
- **Streamline presentation processes, find ways to increase access to critical information and decrease time burden on DIN membership**
- **Development of speakers bureau among membership**
- **Expand leadership to allow for better support and sustenance for those in positions**
- **Continue to highlight gaps and successes in accessibility throughout the state enterprise**
- **Broaden connections to allies in attending and actively participating in DIN activities**