



Awards Selection

Meeting Minutes | October 2, 2020 @ 10:00 AM

AGENDA

1. Overview of Award Levels & Recognition
 - Honorable Mention
 - Asked to stand (but not called to stage) at Forum Awards Luncheon
 - Receives Paper Certificate
 - Included in Press Release
 - Difference Maker
 - Called to stage at Forum Awards Luncheon
 - Receives Plaque
 - Included in Press Release
 - Recognition letters sent to direct supervisor and city mayor
 - Safety Champion
 - Featured in Spotlight Video shown at Forum Awards Luncheon
 - Called to stage
 - Receives Glass Award
 - Included in Press Release
 - Recognition letters sent to direct supervisor and city mayor
2. Award Nomination Discussions
 - Identify recipients for each award level
 - Safety Champion:
 - Judge Kevin Madison
 - Difference Maker:
 - Capital Metro – Transportation Safety
 - Denton DWI Task Force – Alcohol/Impaired Driving
 - Abilene PD (Hogue/Bryant) – DRE Program
 - Honorable Mention:
 - None

**The Subcommittee will bring the above nominations forward to the TxIDTF and seek approval to move forward with 1 Champion and 3 Difference Maker award recipients instead of holding a blind vote for Champion/Difference Maker.*

It was discussed that each of the Difference Maker nominations represented a different facet of the impaired driving safety spectrum and were equally deserving. Lisa/Cecil to provide justification at meeting.

3. Virtual “Presentation” of Awards at Forum

- Forum Date – TBA
 - Still targeting February 2021
- Champion Spotlight Video filming challenges
 - Must work within TxDOT and TTI’s COVID-19 travel policies
 - Option 1: If travel bans lift -- and if Champion is okay with external visitors -- we can send a 1-person video team (TTI’s current travel policy) to film the video. Typically, the video is filmed in November/early December to allow for post-production and review.
 - Option 2: If travel bans remain in place, we can record video through virtual meeting (Webex, Zoom, etc.). Sound/picture quality may not be as polished.
 - Paige/Emmy will provide updates.
- How to “present” recipients with award
 - Ideally record video footage/include pictures of award recipients in video/slide presentation that plays during the Forum

4. Future Efforts

- How to encourage more nominations? What will each subcommittee member do to promote the awards?
 - Lisa suggested for Admin to develop flyer detailing award recipients from this past year and include verbiage that promotes 2021 awards
- Establish FY 2022 deadline
 - September 1, 2021
- Any changes to eligibility or nomination form?
 - Discussion to continue via email
- Anything else

5. Future Correspondence

- Will come from Emmy Shields, e-shields@tti.tamu.edu. Please continue to include her on email correspondence.

Action Items

1. TxIDTF Admin:

- Order awards – Nov. 30
- Notify nominators of outcome – Nov. 30
- Draft Press Release & Congratulatory Letters – Nov. 30
 - Press Release – Published day of Forum
 - Congratulatory Letters – Mailed closer to Forum
- Film Spotlight Video – Dec. 15
 - Recipient & TxDOT review – TBA, Jan-Feb.
- Mail awards to recipients – Dec. 30

- Coordinate with award recipients to receive pictures/video footage to include in Forum “presentation of awards” – Jan. 30
- Update nomination form/deadlines on TxIDTF website – TBA, but by Forum
- Develop flyer detailing award recipients from this past year and include verbiage that promotes 2021 awards – March 31

2. Subcommittee:

- Lisa (with help from Cecil) to provide update to TxIDTF at Oct. 8 meeting.
- Review [eligibility](#) and nomination form questions to identify if modifications are needed; if so, please discuss via email with subcommittee.
 - Current Nomination Form Questions:
 1. Year of work to be Considered
 2. Describe the nominee’s activities in the year. Explain how their activities reflect going “above and beyond” normal work responsibilities?
 3. Approximately how many people has the nominee’s work impacted and or reached in the year? (i.e., the number of DWI arrests, number of presentations or trainings given, number of community outreach events participated in, etc.). Feel free to describe where, when, and how these are achieved.
 4. How has the nominee’s work impacted impaired driving in Texas? How is their work making a difference?
 5. Indicate any impaired driving-related: (1) Positions Held/Organizations Served On and/or (2) Service Awards Received

Subcommittee Members in Attendance:

- Lisa Robinson
- Cecil Marquart
- Dottie McDonald
- Kevin Harris
- Allison Rounsavall
- Emmy Shields & Paige Ericson-Graber (TxIDTF Admin)