



INTERAGENCY COORDINATING COUNCIL (ICC) FOR INFANTS AND TODDLERS

Family Engagement Committee Agenda & Minutes

January 15, 2021 9am-10:30am

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Our Mission: The Family Engagement Committee strives to empower family partnership by promoting positive family caregiver-child relationships, supporting families as lifelong educators of their children, giving families a voice in the services they receive, promoting advocacy in our state, and encouraging families to share their journey and input to strengthen early childhood programs. We build connections throughout the Arizona early intervention system to support the healthy social, emotional, and physical development of young children.

1. Social media guidelines

- Annie sent information, including suggestions to focus on, to Tanya for the social media guidelines
- Tanya to send information from Annie to the committee to review before next meeting
- Table further discussion until next meeting

2. Family story template and recruitment plan

- ICC vice-chair asked committee to take over coordination of the family story for the ICC meetings
- RSK may be able to assist in finding families for the family story
- Updated the template to incorporate feedback from ICC chair and vice-chair
- Brittany will find a family for the 1/22/2021 ICC meeting and will send the form to the family to complete
- Future recruitment:
 - Schedule family engagement committee meetings a few weeks before the ICC meeting
 - Discuss options for a primary and backup family presenter at the meeting and send the form to both at that time
 - House the form in a shared Google Drive so all committee members have access to it
 - Whomever recruits the family will reach out to the family for follow up due to their connection with the family

- Recruiter will confirm date and time of presentation, share login information, remind to maintain anonymity for providers, discuss option of presenting a photo or powerpoint during presentation if interested, answer any questions family might have
- Family and backup family will be recruited 1-2 months ahead, recruiter(s) will again contact family and backup family 1 week prior to ICC to remind, then 2 days prior to ICC to confirm
- Considerations for using the family story form (discuss at next meeting):
 - Use when a family is identified (send form for family to complete prior to their presentation) AND/OR
 - Create an email or interest form that would be managed

Next meeting: February 26, 2021 9am-10:30am

Next meeting agenda:

- Finalize family story recruitment process
- Social media guidelines