



Interagency Coordinating Council (ICC) for Infants and Toddlers

Family Engagement Committee Draft Minutes

April 11, 2022 9:30 a.m. - 11:00 a.m. (virtual meeting)

Attendance

Members (ICC Governor Appointees)

- Brittany Miller (present)
- Laurie Shook (absent)
- Sarah Patrick Greene (present)

Members (Subcommittee Appointees)

- Nohemi Ortega (absent)
- Janet Vilorio (present)
- Alma Espinoza (present)
- Neil Tift (absent)
- Lindsey Goldstein (absent)
- Shauna Anderson (present)
- John Molina (absent)

General Public

- None

Staff (AzEIP)

- Annie Converse (absent)
- Tanya Goitia (present)
- Anisha Jinna (present)
- Amanda Honeywood (present)

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1. Call to Order
 - Called to order at 9:34am
 2. Welcome and Introductions
 3. Read Public Member Notice

- 4. Minute Approval from March 28, 2022 Meeting
 - Sarah motioned to approve
 - Janet seconded
 - Brittany, Alma, and Shauna approved
 - Other members were not present to vote
- 5. Discussion Items/topics
 - Finalize social media policy and guidelines
 - Reviewed and updated based on feedback from ICC Board
 - Review post ideas
 - Discussed strategies for obtaining potential content
 1. Committee members will send Brittany any early childhood related content that would benefit families
 2. Consider assigning each committee member a week for providing content- can plan out posts in advance, links to resource fairs and other community activities
 3. Links: family stories, AzEIP newsletter
 4. Schedule emails to go out at the beginning of each month reminding all committees to submit content for social media page to ICCSocialMedia@azdes.gov.
 - Brainstorm future goals
 - Family recruitment for subcommittees
 - Review AzEIP Child and Family Rights booklet
 - Review AzEIP website to ensure family friendly
 - Create visual “road map” for AzEIP referral/eligibility
 - Community feedback
 - Families are happy they can start receiving services in the home
 - Family story
 - April 2022: Brittany will share her family story if needed
 - ICC would like a current or former AzEIP family to share their story at each ICC meeting
 1. Committee member asks family to complete Family Story Google Form
 2. Brittany writes a story based on information from Google Form
 3. Laurie creates a PowerPoint for the family to use during their presentation
 - Develop next meeting agenda
 - Finalize email process for social media content
 - Review Child and Family Rights handbook
- 6. Action/follow up
 - Finalize email address
 - Schedule email reminder to ICC Board and all subcommittee members to submit content for ICC social media page
 - Send Google Form link to subcommittee members to share with families
 - Ask Annie to attend next meeting to discuss potential review of Child and Family Rights handbook
 - Email the final versions of social media policy and guidelines for approval to the ICC Board

7. Public Comment
 - None
8. Confirmed next meeting date/time: May 9, 2022 9:30am-11:00am
9. Adjourn
 - Meeting adjourned at 10:24am