



INTERAGENCY COORDINATING COUNCIL (ICC)

FOR INFANTS AND TODDLERS

Family Engagement Committee Minutes

Date 8/21/2020

Time 9:am-11:00am

Members

Sarah Green, Parent

Public Members

Alma Espinoza

Brittany Miller

Chineca Hays

Lindsey Goldstein

Staff Present

Annie Converse

Tanya Goitia

Brittany Miller called the meeting to order at 9:07am

Current Family Survey Committee mission: Support AzEIP with reaching families across the state to give them a voice in responding to the services they receive through the program.

1. Review sample mission statements from committee members for discussion so the new mission statement can be finalized
 - Developed new Family Engagement Committee 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.
 - Brittany motioned to adopt the new Family Engagement Committee Mission. Sarah seconded the motion. All in favor. Motion passed.
2. How can the ICC acquire a social media presence?
 - Annie researched and learned nothing prevents ICC from having a social media presence
 - Considerations:
 - Who will maintain?
 - Who will post and how often (can schedule posts in advance for the week)?
 - What happens when membership changes?
 - Which platforms would we use?
 - How to connect with AzEIP staff for problems or questions?
 - What approval is needed and from whom?
 - Will need ICC approval (ICC independent of AzEIP, appointed by governor)
 - Content (start simple, let grow)
 - Highlight family stories
 - Share what each committee is doing
 - Start with what we do, what ICC means

- Facebook: pictures get the most likes and will get people to follow the page
 - Self-disclosure of information: consider having a release for families
 - Annie will explore to see if DES media release is specific enough
 - Could families complete a docu-sign when they submit their story?
 - Annie will investigate what is required to acquire a docu-sign account (could AzEIP fund a docu-sign account for this committee?)
 - Annie will send over a google documents to start identifying formal plan/guidelines include any additional components
 - Brittany will share RSK social media guidelines and we can build off that, make specific to ICC
3. Develop a template for soliciting family stories (time available for presentation, description of experience, outcome etc.)
- We currently have a question on the family survey: Does the family want to share their family story with the ICC?
 - Have not received any yes responses yet, but families have requested calls back and usually share positive information
 - Would like to develop a template (possibly combine with Release of Information form) to solicit family participation:
 - Thank you for being willing to share your story with the ICC
 - You will have a determined amount of time to share your story
 - Please consider these four bullet points when preparing your family story:
 - Introduce yourself
 - Share family journey
 - Share what you liked about AzEIP
 - Share areas for improvement (it is okay to give constructive feedback, nothing's perfect, that's why we're asking for input)
 - Checkboxes for families to select: can we highlight their story in the newsletter, share story on social media, would family like to share story at ICC or have story shared?
 - Brittany will send Annie possible questions for the template

Next meeting: October 16, 2020 9am-10am

Next meeting draft agenda:

1. Develop social media guidelines
2. Review draft form for family stories