



Idaho Infant Toddler Coordinating Council Executive Committee Meeting Minutes

Date: March 19, 2019 10:00 AM MST

Location: 450 W. State Street 5<sup>th</sup>  
 Floor  
 Conference Room 5 Child Welfare  
 1-877-820-7831 297686#

Present: Carrie Hull, David Allen, Christy Cronheim, Ellen Neff, Omair Shamim

Excused: Angela Lindig, Teresa Kross

Staff: Sue Harpold, Program Policy Specialist and Margaret Odedo, recorder

Task/Topic	Discussion	Action Item (defined by the need to vote)
Welcome and roll call of Committee members	Carrie Hull called the meeting to order and welcomed all members.	
Approval of Minutes	Omair Shamim moved to approve the Executive Committee minutes of 2/19/19. Christy Cronheim seconded. Being no objections motion passed.	Action Item
Update on new member Standing Committee decisions	Carrie reminded everyone that Standing Committee selections for new members was discussed at the last meeting. She stated that she is sending out an email to new members inviting them to sit on various committees. <b>Follow Up:</b> Carrie will email Chairs once she hears back from new members.	
Planning for 5-2 Strategic Planning and 5-3 ITCC meeting	Tentative agendas were set consisting of the following: Day 1 agenda - May 2 <sup>nd</sup> Morning: 9:00-10:30 <ul style="list-style-type: none"> <li>• RECC Chairs to join meeting via Zoom</li> <li>• Standing Committee historical reports</li> <li>• Christy Cronheim - State of ITP</li> <li>• Report from RECC Chair</li> </ul> 10:30-12:00: Strengths, Weakness, Opportunities and Threats analysis (SWOT) Afternoon: 12:00-2:00	

	<p>Working Lunch</p> <ul style="list-style-type: none"> <li>• Shannon Dunstan - transition survey</li> </ul> <p>2:00-4:00: Set goals for Strategic Plan</p> <p><b>Follow up:</b> Carrie to provide Chairs with a report template and invite Senator Martin. Sue to provide everyone with additional documents regarding SWOT and distribute data from Shannon Dunstan's survey.</p> <p>Day 2 agenda - May 3<sup>rd</sup></p> <p>Morning: 8:30-10:00</p> <ul style="list-style-type: none"> <li>• Public Awareness Task Force subcommittee update</li> </ul> <p>Afternoon: 12:00-2:00</p> <p>Working Lunch</p> <ul style="list-style-type: none"> <li>• Carol Young - NEAR at Home (Neuroscience, Epigenetics, ACEs, and Resilience)</li> <li>• The afternoon agenda will be discussed at the April 16<sup>th</sup> Executive Committee meeting</li> </ul> <p><b>Follow Up:</b> Angela Lindig to convene a Public Awareness Task Force meeting prior to the May meeting.</p>	
RECC plans for next year	<p>The history of the RECC was explained including the completion of By-laws and Chair manual. RECC will emphasize collaboration with local community programs:</p> <ul style="list-style-type: none"> <li>• MIECHV</li> <li>• Head Start</li> <li>• Child care</li> <li>• ITP and school districts</li> </ul> <p>This will be an effective use of the Committee.</p> <p>RECC meetings may change to fewer per year with time adjustments.</p> <p><b>Follow Up:</b> Sue will provide additional information at the next Executive Committee meeting. Omair to work with Head Start and ICP to inform of the anticipated shift in RECC.</p>	
Closing and date of next call	<p>Being no further business, the meeting adjourned at 11:06 a.m. The next meeting is scheduled for April 16, 2019 from 10:00-11:30 a.m. MST.</p>	