



Idaho Infant Toddler Coordinating Council Executive Committee Meeting Minutes

Date: June 18, 2019 2:00 AM MST

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

Present: Carrie Hull, Christy Cronheim, Omair Shamim

Excused: Angela Lindig, Ellen Neff

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

Guest: Emily Petersen

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 at 2:09 p.m. and welcomed all members.	
Approval of minutes	Due to lack of a quorum the following minutes will be reviewed and approved at the July 16, 2019 meeting. <ul style="list-style-type: none"> • 04-16-19 Executive Minutes • 05-21-19 Executive Minutes • May 2 - 3, 2019 ITCC Minutes 	
Information on Governor Little's Children's Cabinet	Carrie informed the committee that she has contacted the Governor's office to find out more about the new Children's cabinet. From the initial information that Carrie received it appears as this cabinet is focused on K-12. However, another general children's cabinet may be formed that would represent Health and Welfare, disabilities, Head Start, etc. After further discussion it was agreed that a three-prong approach be taken to inform the Governor on what the ITCC Council does. The first task is to develop a letter to introduce early intervention. The second is to send out education material, and the third is to work with Sherry Iverson on asking for a meeting with the Governor. It was also decided that the letter should come	

	<p>from the whole ITCC.</p> <p>FOLLOW UP: Carrie Hull will draft a letter and provide to Sue Harpold for review. It will then go to the Public Awareness Task Force for review, with a goal that task one is completed prior to Legislative session.</p>	
Review of Strategic planning	<p>Carrie began the discussion referencing a document titled ITCC Goals and Timelines. Item A will be moved to the Public Awareness Task Force. Carrie provided a summary of SWOT analysis of items that could be included into a strategic plan. Due to many details within the SWOT analysis it was suggested that narrowing a strategic plan down to one or two items could be more manageable. This approach would give more of the ITCC members opportunity to actively participate and fully engage in the process. FOLLOW UP: Christy and Sue will meet with Chad to flesh out activities. Recommendations will be provided at the next Executive Committee meeting.</p>	
Review of ITCC survey results	<p>The Executive Committee found the survey interesting and recommended that it be shared with the full ITCC. FOLLOW UP: Sue will visit with Valerie on how to present the information in September.</p>	
Member Orientation Procedures	<p>Emily Peterson, Past Chair has developed a draft of proposed wording outlining the steps and processes that she goes through when a new member joins the ITCC. FOLLOW UP: Sue to provide all Executive Council members with the document for review and edits. The document must be completed and returned within 10 days so that it can be finalized and provided to the ITCC in September.</p>	
Standing Committees	<p>Tabled, will be discussed at next Executive Council meeting on July 16, 2019.</p>	
Update on RECC Summer Meeting	<p>Tabled.</p>	
Closing and date of next call	<p>The next meeting is scheduled for July 16, 2019 from 10:00-11:30. Being no other business, the meeting adjourned at 3:59 p.m.</p>	