

Idaho Infant Toddler Coordinating Council
Executive Committee Meeting Minutes

Date: July 21st, 2020 10:00-11:30 MST

Location: WebEx Meeting -click on "Join meeting" in calendar invitation
Join by phone: 1-415-655-0003
Meeting number (access code): 133 176 1014
Meeting password: 82286757

Present: Christy Cronheim, Mary Gauthier, Carrie Hull, Angela Lindig, Sara Matthews

Excused: Paula Mason, Emily Petersen

Staff: Mersiha Fullinwider, Program Specialist; Margaret Odedo (recorder)

Task/Topic	Discussion	Action Item
Welcome and Roll Call of Committee Members	Chair Angela Lindig welcomed Committee members and asked for roll call.	
Approval of Minutes	Mary Gauthier moved to accept the June 16, 2020 Executive Committee meeting minutes. Sara Matthews seconded. Being no objection, the motion passed.	The June 16, 2020 Executive Committee meeting minutes were approved.
Approval of May ITCC Minutes	Carrie Hull moved to accept the May 7 th , 2020 Infant Toddler Coordinating Council (ITCC) meeting minutes. Mary Gauthier seconded. Being no objection, the motion passed.	The May 7, 2020 ITCC meeting minutes were approved.
Vice-Chair Update	Angela Lindig announced that an ITCC member is interested in the Vice-Chair position. The Executive Committee determined that an electronic election will take place in September 2020 to formally elect the next Vice Chair. Follow-Up: Mersiha Fullinwider will research how to vote via WebEx/other options.	

Strategic Plan Update	<p>Angela Lindig asked the Committee to identify the target audience for the ITCC public awareness infographic. It was agreed that these community partners should receive the infographic: higher education, service providers, clinicians, legislative bodies, Regional Early Childhood Committees (RECC), Early Head Start, State of Idaho Department of Education, and the State of Idaho’s Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV). Follow-Up: Mersiha Fullinwider will compile a complete list of community partners and email it to the Committee today. Christy Cronheim reminded the Committee that the public awareness infographic and cover letter must be approved by the Department’s Public Information Office. Follow-Up: Angela Lindig will draft a cover letter to accompany the infographic. Follow-Up: Mersiha Fullinwider will send the cover letter, infographic, and community partners list to the Public Information Office for approval.</p>	
September ITCC Meeting	<p>The Committee agreed that the ITCC meeting on September 10th and 11th will be held via WebEx and should not last longer than 4-5 hours each day. The Committee agreed that the agenda should include:</p> <ul style="list-style-type: none"> • ITCC review of the year. • Public awareness infographic. • Education. Follow-Up: Mersiha Fullinwider will invite Roger Sherman of the Idaho Children’s Trust Fund to present on the effects of COVID-19 on families. • Strategic plan over 2 days. • Discussion around recruiting parents, and parent mentor. Angela Lindig suggested looking at the Idaho Parents Unlimited training model. • Infant Toddler Program update regarding Early Child Outcomes and data. <p>The Committee then agreed that Carrie Hull, Angela Lindig, Christy Cronheim, and Mersiha Fullinwider will draft the agenda and report back at the next meeting.</p>	
Closing and date of next meeting	<p>The next meeting is scheduled for August 18, 2020, from 10:00-11:30. Motion to adjourn the meeting was made by Carrie Hull, and the motion was seconded by Christy Cronheim. Being no objection, the motion passed. Being no other business, the meeting adjourned at 11:26 a.m.</p>	<p>Motion to adjourn the meeting was made, seconded, and passed.</p>