



Idaho Infant Toddler Coordinating Council Executive Committee Meeting Minutes

Date: August 20, 2019, 10:00 AM MST

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

Present: Carrie Hull, Christy Cronheim, Angela Lindig, Ellen Neff, Omair Shamim

Excused: Sara Matthews

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 at 10:15 a.m. and welcomed all members.	
Approval of minutes	Angela Lindig moved to accept the 07-16-19 Executive Committee minutes as written. Christy Cronheim seconded. Being no objection motion passed.	The 07-16-19 minutes were approved via voice vote. Omair Shamim- Aye Angela Lindig - Aye Christy Cronheim - Aye Ellen Neff - Excused
Bylaw changes	A robust conversation regarding desired Bylaw amendments within Articles VI and VII was held. It was determined that additional questions would need to be answered by our attorney. Follow Up: Sue and Christy to meet with the department’s Deputy Attorney General. If proposed changes are allowable, Sue will make the changes and send them out to the Council so that they can be voted on at the September 20, 2019 meeting.	

<p>Agenda Planning for September meeting</p>	<ul style="list-style-type: none"> • Waitlist - Christy Cronheim explained that some physicians may have inaccurate perceptions of our waitlist. They may refer a child to a clinic thinking that the child will receive services earlier. Christy reminded the Committee that we have Telehealth available, which will help make progress in the rural areas. Sue will work with Anna Smith to develop a presentation for the ITCC September 20th meeting. Follow Up: Sue Harpold to invite Anna Smith to the Infant-Toddler Coordinating Council (ITCC) September 20, 2019 meeting. • ITCC survey - Sue Harpold reviewed that she has had an opportunity to meet with our Data Analyst on how to present information. It was suggested that we present data from the mean evaluation via a summary of the questions, and the mean of members that either strongly disagreed or strongly agreed. Additionally, we could compile the open-ended responses and ask how we can identify areas that can be improved. • Strategic Plan – Sue Harpold provided the Committee with an updated Strategic Plan that includes new goals identified during the May ITCC meeting. Carrie Hull would like to use an infographic highlighting 2019-2020 ITCC Focus. Sue indicated that we have a summary of the SWOT analysis and the strategies to support the Infant Toddler Program. Carrie suggested that we table the goal of working with Child Welfare to learn about Child Welfare referrals and instead work with foster care providers. Sue will add this to the plan. After further discussion, it was agreed that one or two goals will be focused on per year. ITCC members will work together during the September 20, 2019 ITCC meeting to craft objectives for the identified goals <p>Sue will find time in the agenda for Angela to report on the OSEP Conference.</p>	
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Update on Appointments and new members	Sue Harpold stated that we are still awaiting appointments from the Governor's office. Follow Up: Christy will visit with Cameron Gilliland, Family, and Community, Deputy Division Administrator regarding concerns of appointments. Sue informed the Committee that Erin Bennett will replace Judy Neil. Follow Up: Sue Harpold to forward Erin's information to Emily Petersen for orientation and training. She also will send Erin an email and ask her to introduce herself at the September ITCC Meeting.	
Closing and date of next call	The next meeting is scheduled for October 15, 2019, from 10:00-11:30. Being no other business, the meeting adjourned at 11:14 a.m.	