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## MINUTES

Name of Organization: Nevada's Early Intervention Interagency Coordinating Council (ICC) Family Support Resource Subcommittee (FSRS)

Date and Time of Meeting: Tuesday, May 15, 2018  
11:00 a.m.

### I. Call to Order and Roll Call

Sherry Waugh, as acting Chair, completed roll call and called the meeting to order.

**Members Present:** Sherry Waugh, Karen Gordon, Aimee Hadleigh, Janina Easley, Martha Estrada

**Members Absent:** Christine Riggi, Lisa Cridland, Robin Kincaid

**Public Attendees:** Heike Ruedenauer-Plummer

**Part C Staff Present:** Dan Dinnell

### II. Schedule Next Meeting

The next meeting was confirmed for July 12, 2018 at 10 am.

### III. Public Comment

No public comment was given.

### IV. Approval of the Minutes

No minutes were provided. The last meeting was the Interagency Coordinating Council's (ICC) Strategic Planning Meeting on April 19.

### V. Family Support Resource Subcommittee (FSRS) Updates regarding (For Possible Action):

#### a. ICC Strategic Plan – FSRS group

Ms. Waugh asked if the group had an opportunity to review the strategic plan and if there were any questions or concerns. Dan Dinnell stated that his only concern was that items four (4) and two (2) look very similar and asked if they should possibly be combined. Heike Ruedenauer-Plummer suggested that item four (4) could be listed as more of a parent outreach. Ms. Hadleigh asked how parents and families would receive information if it was not coming from the developmental specialist. Mr. Dinnell asked how the programs can facilitate parents meeting with other parents. Ms. Waugh stated that it sounds like including connecting with other parents in the

parent outreach training could assist in completing this goal. Janina Easley suggested the Developmental Specialists providing a handout to families with a link to the Facebook page for parent outreach. Ms. Easley stated that the majority of the parents on the ICC are part of the Facebook page *Special Needs Families of Northern Nevada*. Mr. Dinnell verified that if it is a flyer or handout that the Developmental Specialists could be providing that it would probably need to be done for the entire state as well. Ms. Hadleigh also pointed out that there is a play group page as well for families. Ms. Easley stated that there are several members of these social media groups from the Northeastern area of the state, and they still provide feedback and information when applicable. Ms. Hadleigh stated that there is a lot of support within these groups, no matter where they are demographically.

**b. Poster DRAFT development for ICC Public Awareness**

Ms. Waugh asked if the group had an opportunity to review the poster. Mr. Dinnell stated he had sent it out several times for review and also announced to the group that Jason Adams and his family would be moving out of state. Ms. Waugh stated that she appreciated the hard work that Mr. Adams put into completing the poster. Ms. Waugh stated that size wise, it would at least need to be fourteen inches tall. Mr. Dinnell mentioned that he has printed different sizes of posters in the past. Ms. Ruedenauer-Plummer suggested a smaller size so that they can be hung in different locations, but large enough to draw attention. Ms. Ruedenauer-Plummer suggested sending the completed poster to several EI programs for feedback on design and if they would be willing to post in their entry spaces. Mr. Dinnell stated that he would reach out for feedback from the programs. Ms. Hadleigh stated that she could have her husband complete some of the graphic design if desired.

**c. Develop Plan for NEIS-South and NEIS-Reno program managers regarding staff meeting or training opportunities to**

**i. Educate EI staff about the ICC**

Ms. Waugh and Ms. Hadleigh stated that they believe having a general invite for families to attend trainings would be beneficial. Mr. Dinnell stated that these trainings sometimes discuss the processes within early intervention, so not all trainings might be appropriate for parents to attend. Ms. Ruedenauer-Plummer asked who would be responsible in determining if a training is suitable for parents and who will organize the distribution of invites. Mr. Ruedenauer-Plummer pointed out that it would be best to specify that this is not a goal around training parents but gathering feedback about employee training from parents.

**ii. Share Family Perspectives**

Mr. Dinnell reminded again that these trainings generally discuss the processes within early intervention, so not all trainings would be applicable to parents. Karen Gordon stated that during the discussion it stemmed from a procedural standpoint to ensure that new employee training is inclusive of parental needs and viewpoints which could including having parent's perspectives heard during staff trainings through a parent panel. Ms. Waugh stated that is correct, with the intention of parents bringing their perspective to all appropriate trainings.

**iii. Encouraging Staff Outreach to Engage Parents**

Mrs. Hadleigh suggested that she would design a post card that EI service providers could provide to parents to make them aware of the face book pages and would like to add that EI programs should have parent or peer mentors to help improve family engagement and support. Parents should be involved in presenting at all New Employee Orientations. The ICC needs to Draft a letter to share these goals with all EI programs.

- VI. Consider Agenda Items for Next Meeting **(For Possible Action)**  
Decide who will make motions and what the motions will be at next meeting?
- VII. Public Comment: None provided
- VIII. Adjournment: 11:40 am  
*Sherry Waugh, ICC Representative, Acting Chair*