



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIRECTOR'S OFFICE  
IDEA Part C Office  
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**MINUTES**

Name of Organization: Nevada's Early Intervention Interagency Coordinating Council (ICC) Public Awareness Subcommittee (PAS)

Date of Meeting: October 11, 2017

Meeting was held via Teleconference:  
IDEA Part C Office  
4126 Technology Way, Suite 100, Carson City, NV 89706

**I. Call to Order and Roll Call**

Dan Dinnell, ICC Staff to the subcommittee established quorum and called the meeting to order at 1:05 p.m. The meeting proceeded as scheduled.

**Members Present:** Janina Easley (ICC Parent Rep), Yvonne Moore (ICC Rep - Positively Kids), Claribel Zecena (ICC Rep - NEIS-Reno),

**Members Absent:** Aimee Hadleigh (ICC Parent Rep), Christine Riggi (ICC Parent Rep)

**Public Attendees:** None

**Part C Staff Present:** Dan Dinnell

**II. Discuss, Nominate and Approval of Nevada Early Intervention Interagency Coordinating Council (ICC) Public Awareness Subcommittee Chair**

Mr. Dinnell requested nominations for chair but none provided. He asked for any volunteers for the position and Claribel Zecena volunteered.

**MOTION:** To accept Claribel Zecena as the subcommittee chair.

**BY:** Janina Easley

**SECOND:** Yvonne Moore

**VOTE:** **PASSED**

**III. Public Comment**

None was made

**IV. Discuss Possible Ideas for Public Awareness including an Annual Report to the Governor and Determine Which Ideas to Recommend to the ICC (For Possible Action)**

Mr. Dinnell stated at the last ICC meeting, a motion was made and approved to create a subcommittee to seek the lowest possible cost to distribute a 2018 calendar, find a way

to have the calendar online, and create future public outreach materials. This new subcommittee was given the task to come up with some suggestions for public awareness activities of the ICC. Mr. Dinnell provided a variety of samples of other state's early intervention (EI) annual report to the Governor, as well as a mockup using the Nevada EI Calendar as a template. He also stated the number of calendars printed has been based on the numbers of all active IFSPs, the Legislature/Governor, and a number of community agencies/organizations. A request will be made for Mary Knight to provide quotes on a variety of quantities from printers. Ms. Easley asked if EI has a Facebook page? Ms. Zecena replied previously ADSD did not want individual agencies to have individual accounts. Instead there is an ADSD Facebook page. Although we are not sure who is responsible for posting. Carson City and Elko report they have distributed most calendars, while Vegas and Reno had not distributed all the calendars and still had boxes left. Yvonne Moore asked if the full number of calendars should be printed and how to improve distribution? She added some EI programs send a copy of the calendar to pediatrician offices to educate and promote referrals. Ms. Moore added she would ask some of the other community programs to see what they do.

**MOTION:** The following suggestions are for presentation to the ICC  
**BY:** Claribel Zecena  
**SECOND:** Janina Easley  
**VOTE:** **PASSED**

1. After the 2018 Calendars are disseminated, reach out to all EI program managers with a survey to see how many calendars they actually used/needed/were left over.
2. Put the Calendar on the website as a PDF for open access.
3. Question - Could print only enough Calendars for the Legislature and Governor's Office, and other community supporters, but not the entire EI Programs families and staff.
4. Print Calendars only in the year the Legislature is in session, using the funds on off years for other public awareness options.
5. Print an Annual Report to the Governor similar to EI Calendar that would be more user friendly and send also to Legislature in the year of Legislation
6. Need to develop a public awareness brochure or flyer for ICC.
7. Support booths for public awareness of Early Intervention Services in general-Banner and information with ICC, manning with community providers, state agencies, and/or parent.

**V. Schedule Next Meeting:** December 13<sup>th</sup> at 1:00 pm

**VI. Public Comment**

None was given.

**VII. Adjournment**

A motion was entered to adjourn the meeting at 1:55 p.m. The motion was unanimously passed.