

**Interagency Coordinating Council (ICC) on Early Intervention  
Children and Families Workgroup  
Thursday, November 16, 2023  
Zoom Conference  
Time: 10:00 a.m. – 12:00 p.m.**

**Welcome and Attendance**

Yvette Baptiste, ICC Community Representative/ Workgroup Lead, welcomed everyone and called the meeting to order at 10:13 a.m. Zoom instructions and meeting etiquette were reviewed.

**Review of Agenda**

Meeting agenda was reviewed, and no changes were made.

**ICC Guidelines and Mission**

Hilda Jimenez, DDS, reviewed the mission and vision of the ICC as well as provided an overview of the ICC guidelines. Ms. Jimenez reviewed the role of ICC Members and Community Representatives, stating that it is to make recommendations and advise the Department of Development Service (DDS).

**Continue Workgroup Discussion from ICC meeting on October 19, 2023**

***Develop a Family-Friendly Survey to Collect Information on What Has Been Challenging for Families Since the Pandemic & What the Current Challenges Are***

Ms. Baptiste provided an overview of the topic and briefly recapped some of the work that has been completed thus far by the workgroup. The workgroup has been focusing on developing a family-friendly survey, that is also in plain language, to collect information on what has been challenging for families since the COVID pandemic and what might be some of the challenges that families are currently experiencing. The survey will be hosted by a Family Resource Center and the workgroup will be asking the ICC to support with collecting results. In addition, the targeted age group for the survey will be early childhood to eight (8) years of age. Ms. Baptiste mentioned that the workgroup has not yet resolved the issue of multiple languages and accessibility, which would need to be presented to the ICC and DDS.

The workgroup discussed and finalized the framing of the survey questions. It was agreed that the focus of the survey would be the challenges families are currently experiencing including issues or concerns related to the COVID pandemic as well as the strength-based resources and assets families use when struggling. Additionally, the workgroup agreed that there should be a question asking families to share what parts of the Early Start Program have been challenging.

**Finalize "Next Steps" for Action Plan**

The proposed survey questions will be shared and discussed with the Improving Systems Committee as well as presented to the ICC for approval at the January ICC.

**Member Assignment**

No member assignments were conducted.

**Public Input**

There was no public input.

**Adjourn Meeting**

The meeting was adjourned at 11:39 p.m.

**Community Representative Present**

Apple Sepulveda

Laurie Jordan

Yvette Baptiste

**Others Present**

Martha Ornelas-Cruz

**DDS**

Anne De Medeiros

DJ Tomko

Hilda Jimenez

Juliana Margil

Omari Smith

Ryan Digman

**WestEd**

Ross Adams