

Interagency Coordinating Council (ICC) on Early Intervention

Communications and Outreach Committee Minutes

May 7, 2026

[Meeting Recording](#)



MEETING MINUTES

OPENING

- Welcome
- Housekeeping Items
- Introductions/Roll Call
- Review Agenda

UPDATES FROM COMMITTEE CO-CHAIRS

- Jasmine Suo shared housekeeping items, including how to access Spanish and American Sign Language (ASL) interpretation, how to share comments, and how to use chat.
- Jane Lee invited attendees to enter their name and agency into the chat for roll call.
- Robert Rochin welcomed everyone and noted that the agenda includes updates, a review of the progress on the new member orientation agenda and presentation slides, new business, public input, then voting if needed.

REVIEW PROGRESS ON NEW MEMBER ORIENTATION AGENDA AND POWERPOINT

- Robert Rochin thanked everyone who provided feedback on the orientation agenda outline. The members were also supposed to review the old working PowerPoint presentation formally used for the ICC orientation. Robert wanted to review the agenda one more time together during today's meeting as a committee and agree on it to become the official outline for the new orientation presentation.
- Doug Erber and Robert Rochin went in the document and applied the feedback that was previously provided by the committee members. Robert shared that the original PowerPoint used professional jargon, and they want the new PowerPoint to be parent-friendly and easily understandable of what it is like to participate in the ICC.
- The committee reviewed the outline together and the final was provided.
- Julie Maier asked if the outline was for the speaker to reference during the presentation or whether it will be shared with the participants.

- Robert Rochin clarified that the outline is just to inform what the PowerPoint presentation will be. These are internal notes (run-of-show).
- Julie Maier emphasized the importance of accessibility for individuals with visual impairments when developing resources.
 - Jane Lee suggested not using tables to avoid ADA check issues.
- Robert Rochin asked if the whole ICC must vote and approve the outline.
 - Jane Lee stated the whole ICC does not have to approve the outline but will eventually need to approve the PowerPoint presentation once that is developed.
- Julie Maier asked if the committee was going to review the old PowerPoint at today's meeting. Slides 9 and 10 (logic model) need revision.
 - Robert Rochin agreed and will revise.
- Robert Rochin and Doug Erber will create a basic PowerPoint presentation from the approved new member orientation outline and asked DDS if they can assist with making it look nice (graphic design assistance).
 - Jane Lee said they would have to get back to the committee.
 - Doug Erber suggested engaging a student or external graphic designer for the PowerPoint presentation development. Doug has a connection at Cal State Long Beach that he can connect with. He asked if DDS is fine with that solution.
 - Jane Lee said the ICC should be able to use who they want to create the presentation without DDS approval. She will follow up internally and get back to the committee.

NEW BUSINESS

- Robert Rochin shared that the Systems Committee asked the Communications and Outreach Committee to create a logo for the ICC. Doug Erber put together some ideas in this document: [2026-05 ICC Logo Ideas for Discussion.docx](#). The committee reviewed the four logo design concepts and discussed incorporating California-specific elements into the design. The committee reviewed Alaksa's and Hawaii's logos as examples. The committee agreed they liked the first logo the most and suggested adding a baby/child in the center, incorporating California-specific elements, and making several versions (wide, tall, with tagline, etc.).
 - Robert Rochin will put the notes from today's feedback into the logo document. Doug Erber will coordinate with his Cal State Long Beach connection for graphic design assistance.

- The team agreed to have logo samples available for their next meeting in August.
- Robert Rochin mentioned that the next item for the committee to work on is the mentorship program. In the SharePoint site, there is a document called Mentor Action Grid. Robert asked the committee members to review the Mentor Action Grid document that WestEd created and consider which supported activities could be included in a new mentorship program. He asked the committee to prepare ideas for the next meeting in August.
- Jane Lee shared the [Be Part of Early Intervention](#) video and the committee members agreed to share it with their networks. The video was created by the Division for Early Childhood. Jane Lee mentioned to the committee that they can look at the website and sign up for their [mailing list](#).
- If committee members have SharePoint access issues, they should contact Jane Lee by email at jane.lee@dds.ca.gov.
- The committee decided not to have an interim meeting.
- The next ICC meeting will be held on August 6-7, 2026 in San Diego. This meeting will be hybrid.
 - Jane Lee shared information about emailing [LEAG](#) to assist with travel arrangements and reimbursements. Jane Lee or Becky Vang will send out an email within the next couple of weeks with travel information.

PUBLIC INPUT

- Jane Lee provided reminders about public input parameters.
- No public input was given at this meeting.

VOTING ON ANY PROPOSED ACTION ITEMS AND NEXT STEPS

- Voting
 - The committee members agreed upon all the adjustments made to the new orientation outline and approved a motion to move forward with creating the PowerPoint presentation.
 - Doug Erber made a motion to approve. Julie Maier seconded the motion.
- Actions items
 - Robert Rochin will add reviewing and possibly revising the ICC tagline to the workplan.
 - Robert Rochin and Doug Erber will make the agreed upon edits to the new member orientation outline. Robert and Doug will create a basic

PowerPoint presentation from the outline before the next meeting in August.

- Doug Erber will contact some professors at Cal State Long Beach (and/or other universities) to explore having a student create logo concepts for the ICC.
 - Robert Rochin asked the committee members to provide additional logo ideas, examples, or feedback to the shared logo document in SharePoint as desired so they can have some ideas before the next meeting in August. The document is located here: [2026-05 ICC Logo Ideas for Discussion.docx](#).
 - Robert Rochin asked all committee members to review the mentorship program action grid (from WestEd) in SharePoint and consider which supported activities could be included in a new mentorship program; prepare ideas for the next meeting in August. Materials can be found in the [New Member Orientation Materials](#) folder.
 - Jane Lee or Becky Vang will send out an email with information about the next ICC meeting in San Diego that will include travel booking instructions.
 - Jane Lee will follow up internally regarding with the question regarding graphic design for the creation of the new orientation PowerPoint and logo and communicate the outcome to the committee.
- Meeting adjourned at 4:10 PM.

MEETING ATTENDEES

APPOINTED MEMBERS PRESENT

Doug Erber

COMMUNITY REPRESENTATIVES PRESENT

Julie Maier

Robert Rochin*

INTERPRETERS PRESENT

AnaElvia Sanchez, Spanish

Noemi Valdez, Spanish

Jessica Poitevin, ASL

Sharon Neumann Solow, ASL

OTHERS PRESENT

Becky Vang, DDS*

Jasmine Suo, DDS

Suada Sergio

Courtney Chandler

Maria Interiano

Veronica Valenzuela*

Debbie Sarmento

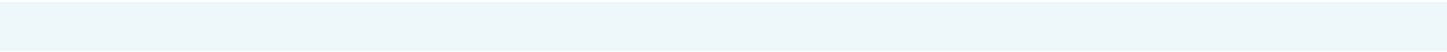
Michelle Dove

Vicky Wheeler, Mission

Jane Lee, DDS*

Suada Sergio

* Indicates attendance at the in-person meeting location



Questions?

Contact DDS/Early Childhood and Youth Services Division

Email: earlystart@dds.ca.gov

Phone: (800) 515-2229

Mailing Address: 1215 O Street, MS 7-40
Sacramento, CA 95814