

ELC Direct Services Sub-Committee
Infant/Toddler Focus Group Steering Committee Meeting
QLCC – 1300 Halona Street
February 23, 2012
Minutes

Participants: Cindy Hirai, Keiko Nitta, Melodie Vega, Mary Ann Nemoto, Lora Perry, Liz Chun, Mike Fahey, Sharon Taba, Shelley Weatherwax, Brenda Watanabe (by phone), Chris Jackson

Welcome & Updates:

Chris welcomed the group and provided the following updates since our last meeting:

- Save the Date flyer went out on 2/17 to 80 individuals (by invitation only)
- Reservations were confirmed at Best Western Plaza (set for 75)
- Bob Peters, ELC Chair, will attend and welcome the group
- Added introduction sections to both the I/T Services Matrix and the I/T Strategic Plan documents
- Consolidated the I/T Services Matrix with input to date (legal size & color)

ZTT TA Call Debrief/Summit Planning

- See revised Draft Working Agenda for most current planning decisions
- Time allocation & activities for the “State of the State” portion of the agenda was confirmed
- Panelists and focus areas were identified
- Facilitators and recorders were identified; COF is volunteering 2 staff to help as laptop recorders, if desired, to assist with next day planning efforts
- Consensus was obtained that an online registration with pre-summit survey questions be sent out (Keiko and Chris to work on this and bring back to group)
- We may want to create summit evaluation forms that reference any change in thinking about priorities or issues needing to be addressed from the pre-summit online survey responses
- Input on Strategic Plan: (questions were posed but not actually addressed)
 - How link with ongoing issues in Services Matrix?
 - Are statements in first column really objectives?

Plan for Day 2 (4/13) with Barbara and Cindy

- Breakfast meeting with Dr. Martin Sepulveda: Sharon, Liz and Keiko shared about a planning meeting with Dr. Cal Sia about this. Still not clear what Cal is envisioning, nor what Dr. Sepulveda would speak to (audience & focus) to determine whether our group should participate in this breakfast meeting as the first order of the day, and then resume our agenda. Discussions to continue.
- Debrief from Summit
- Revisit/revise Strategic Plan based on input from Round Robin activity
- TA on Legislative agenda or policy recommendations based on what other states have done successfully?

Summer 2012 Professional Development Institute (aka Practitioners' Summit)

- Issue was raised as to whether we could combine planning efforts with HAEYC and do an enhanced I/T track at the October Annual Conference, rather than an institute in early August as is being planned (one planning meeting to date)
- Several factors make this difficult to do:
 - T/TA funds need to be expended by August
 - OHS National Resource Centers and federal staff have begun to be approached about their availability during the summer as (pro-bono) resources to Hawaii
- Discussion ensued about doing a PD Institute this summer, and building on these offerings in the October HAEYC venue
- Committee felt we should continue to move forward in our planning, but to encourage input from other partners to plan several venues for our I/T practitioners in 2012

Next Meeting: Next ZTT TA call will be scheduled for the week of March 5th. The next Steering Committee meeting will be convened shortly after that call to firm up plans.