**ICC Family, Equity, and Engagement Committee Meeting**

**Wednesday, March 12, 2025**

**Minutes**

**FEE Committee Charge:** The Family, Equity, and Engagement Subcommittee will work to support approaches for gathering family input about the services their family receives from Early Intervention.

**Appointed ICC members in attendance:**

Dina Tedeschi, Mallorie Brown, Casandra Greeno, Judith Alexandre, Jennifer Clark, Amy Whitehead-Pleaux

**DPH Staff:** Liz Cox, Kathleen Amaral, Kris Martone-Levine

**Presenters:** None

**Public Attendees**: Amy Muehlberger, Denise Spencer, Mary Bishop, Karen Lopez

The meeting was held virtually.

**Agenda:**

1. Introductions, Roll Call
2. Review & Approve Minutes
3. Guest Presentation(s)
4. Review Charge
5. Discussion
6. Questions
7. Action Plan(s)
8. Adjourn

Quorum met at 10:09 am, roll call conducted and meeting called to order. Introductions round robin.

Minutes from February 7, 2025, meeting were presented by Dina Tedeschi. Motion to approve made by Dina and seconded by Mallorie. Members in attendance at that meeting voted to approve unanimously.

Discussion about moving this meeting day from first week to second week of each month, for next fiscal year meetings. There was interest in considering this change.

Discussion about scheduling Emily White’s attendance and presentation about moving from sampling to census approach on the NCSEAM Family Impact Survey. Dina proposed her attendance at the May meeting.

Discussion about changing the name of committee to better align with current environment.

As of today, the following suggested committee names have been submitted.

1. Family Engagement and Belonging Committee
2. Family And Community Engagement (FACE) Committee
3. Community and Family Engagement Committee
4. Family Inclusion Committee

Dina made a motion to change the committee’s name from Family, Equity and Engagement to Family and Community Engagement. Amy seconded the motion. Roll call on name change was completed. Dina will propose a new committee name at the General Session being held tomorrow and will raise it at ICC Steering Committee next month for final approval. Effective changes will be made for next fiscal year (FY2026).

FEE has been in a holding pattern on moving from sampling to census response. DPH is working on convening a pilot to test census approach in MA EI system. Discussion around reviewing how other states have handled moving from sampling to census for Indicator 4 data collection and resource from [ECTA Center: Family Outcomes](https://ectacenter.org/eco/pages/familyoutcomes.asp) shared. Dr. White will be able to provide details about what other states do when she presents to this committee. Dina asked for program feedback on how knowing the survey is open year-round is making a difference on response rates. It’s unclear if this is making a difference. There is always that initial bump. The programs represented at this meeting felt that DPH should be pushing the survey out instead of the program. Programs/agencies also send an annual survey in addition to the NCSEAM Family Impact Survey. Because the survey is anonymous, programs are not aware of who has/has not completed the survey. The questions being raised are questions that will be answered by the pilot. DPH provided a verbal overview of the Family Outcomes Toolkit as well as a Myth Buster presentation that was provided to field. DPH also shared information about Toolkits that have been created about the EI care cascade and an example was screen shared.

Discussion about the Massachusetts Clearinghouse site (massclearinghouse.ehs.mass.gov) and that info and documents there are publicly available.

Quorum was lost when a member left at 11:30 am.

Dina made meeting announcements.

Next meeting on April 2, 2025, at 10 am.

In-person General Session on June 5, 2025, from 11:30 am to 2 pm at the DPH office, 67 Forest Street, Marlborough, MA.

Motion made by Dina to adjourn meeting at 11:32 am. Meeting adjourned at 11:32 am.

Respectfully submitted,

Kris Martone-Levine