

ACDHH & EHDI Advisory Committee Work Group Meeting Agenda

Date: Thursday, June 12, 2025

Time: 10:00 AM – 12:00 PM

Location: Join ZoomGov Meeting

<https://www.zoomgov.com/j/1600245048>

Meeting ID: 160 024 5048

I. Call to Order

- Chairperson: Latrina Harris-Lewis
- Time: 10:10 AM

II. Roll Call

First Name	Last Name
Fran	Altmaier
Bibi	Ashley
Annie	Converse
Katie	Fizz
Germaine	Graham
Amber	Hansen
Latrina	Harris-Lewis
Melissa	Klaman
Dani	Merrill
Kelly	Randall
Dr. Wendy	Steuerwald
Heidi	Klomhaus
Rob	Voreck (Note taker)

- Present Members-Welcome Heidi! Let's briefly introduce each other:)
- Absent Members
- Guests

III. Approval of Previous Meeting Minutes - Brief Review of May 8, 2025 Work Session Notes

- [ACDHH & EHDI Advisory Committee Meeting Minutes-May 8, 20...](#)

IV. Work Session Focus Topics

1. Committee Membership
 - Discussion on member engagement and future recruitment needs
2. Survey Development
 - Review final draft of family survey
 - Confirm ASL and Spanish translation progress
 - Discuss outreach plan for distribution
3. Family Letter Resign
 - Work collaboratively on language clarity, tone, and formatting
Identify and remaining edits before finalization
4. Family Resource Packet Planning
 - Brainstorm ideas for inclusive and accessible materials
 - Outline structure of packet and potential contributors
 - Prepare for selection process at July in-person meeting

VII. Open Discussion Items

- Committee member concerns or suggestions not listed above
- Additional accessibility considerations

VIII. Next Steps & Action Items

1. Family Resource Packet
2. Deaf representation on the committee.

Action Item	Responsible Party	Deadline	Accomplished
Email absent members for vote on Heidi	Chairperson Lewis	EOD Friday 5-9-25	<input checked="" type="checkbox"/>
Send draft letter to present members about voting	Chairperson Lewis	By end of day today 5-8-25	<input checked="" type="checkbox"/>
Finalize survey with translations	Subcommittee (ASL/Spanish)	Before end of June	<input type="checkbox"/>
Bring resources for packet review-in person	All Committee Members	By July meeting	<input type="checkbox"/>

IV. Reminder: Upcoming Meetings

Thus. 11-14-24	ZOOM (Work Session)	<input checked="" type="checkbox"/>	Thurs. 6-12-25	ZOOM (Work Session)	<input type="checkbox"/>
Thus. 12-12-24	ZOOM (Work Session)	<input checked="" type="checkbox"/>	Thurs. 7-10-25	ACDHH	<input type="checkbox"/>
Thus. 1-9-25	ACDHH	<input checked="" type="checkbox"/>	Thurs. 8-14-25	ZOOM (Work Session)	<input type="checkbox"/>
Thus. 2-13-25	ZOOM (Work Session)	<input checked="" type="checkbox"/>	Thurs. 9-11-25	ZOOM (Work Session)	<input type="checkbox"/>
Thus. 3-13-25	ZOOM (Work Session)	CANCELLED	Thurs. 10-9-25	ACDHH	<input type="checkbox"/>
Thus. 4-10-25	ACDHH	<input checked="" type="checkbox"/>			

V. Adjournment

- **Motion to adjourn:** Heidi Klomhaus
- **Second:** Katie Fizz
- **Time:** 11:34 am