

# ACDHH & EHDI Committee In-Person Meeting Agenda-October 9, 2025

**Date:** Wednesday, October 9, 2025

**Time:** 10:00 AM - 12:00 PM

**Location:** ACDHH Board Room

## I. Call to Order

- Co-Chair: Latrina Harris-Lewis
- Time: 10:00 AM

## II. Roll Call

- Attendance of members, guests, and support staff

<b>First Name</b>	<b>Last Name</b>
<b>Fran</b>	<b>Altmaier</b>
<b>Bibi</b>	<b>Ashley</b>
<b>Annie</b>	<b>Converse</b>
<b>Katie</b>	<b>Rawlings</b>
<b>Germaine</b>	<b>Graham</b>
<b>Amber</b>	<b>Hansen</b>
<b>Latrina</b>	<b>Harris-Lewis</b>
<b>Heidi</b>	<b>Klomhaus</b>
<b>Dani</b>	<b>Merrill</b>
<b>Kelly</b>	<b>Randall</b>
<b>Wendy</b>	<b>Steuerwald</b>
<b><u>Guests</u></b>	<b><u>And Support Staff</u></b>
<b>Rob</b>	<b>Voreck (ACDHH Community Services Program Manager)</b>
<b>Carmen</b>	<b>Green Smith (ACDHH Deputy)</b>
<b>Reena</b>	<b>Banerjee (ACDHH Community Engagement Coordinator)</b>

- Absent Members
- Present Members
- Guest Members

### **III. Approval of Minutes**

- Review and approval of September 11, 2025 Work Session Minutes
  - Motion to approve: ???
  - Second: ???

### **V. Committee Membership & Representation**

- Updates on current membership and any missing roles
- Discuss prospective new members (roles only, not names)
- Review replacement process for resigned members
- Voting timeline for new roles/members:
  - November: vote on adding roles
  - December: vote on new members
  - January: welcome new members
- Consider hybrid meeting format for families who are far away
- Open discussion: advertising open meetings on ACDHH social media

### **V. Family Survey Rollout Updates**

- Status of ASL and Spanish video translations-Done
- Updates on Google Form embedding and outreach strategy-ACDHH's Media has been requested
- Timeline for data collection
- Discuss participation incentives

### **VI. Family Letter Redesign**

- Review final draft edits and feedback from committee
- Confirm QR code incorporation and one-page format
- Discuss inclusion of AzEIP brochure and 1/3/6 milestones
- Plan for final approval and internal submission to ADHS

### **VII. Family Resource Packet Development**

- Progress on digital binder and content structure
- Review updated school and agency information (Victory Deaf Academy, PDSD, Desert Voices)
- Confirm QR code use and digital-friendly formats
- Discuss mailing hard copies to families

### **VIII. Outreach Book List**

- Review compiled list of ASL/Deaf/Hard of Hearing/DeafBlind/Deaf+ culture and high-contrast children's books
- Discuss adding YouTube channels and other resources
- Plan inclusion in outreach kits and family incentives

### **IX. Video Series: 3-Month & 6-Month EHDI Milestone Updates**

- Review scripts and identify missing content

- Confirm ASL gloss and sign chart for CDIs/interpreters
- Timeline for video review and recording
- Assignments: Amber, Bibi, and Latrina to review ASL signs and consult with interpreters

## **X. Community & Professional Updates**

- ???

## **XI. New Business / Next Steps & Assignments**

- Discussion: Do we want to continue our current meeting format?
  - Current format alternates in-person and Zoom work sessions
  - Meetings are typically held on the 2nd Thursday of each month
  - Meeting time is from 10:00 AM to 12:00
- Follow up on committee recruitment and prospective additions
- Continue collection of book list and resources
- Plan next steps for survey, family letter, and resource packet
- Confirm assignments for video series and outreach materials

## **XII. Upcoming Meetings & Reminders**

- Next Work Session: TBD (Zoom) November 13th 10 AM to 12 Noon?

## **XIII. Public Comments**

## **XIII. Adjournment**

- Motion to adjourn: ???
- Time: ???