

ACDHH & EHDI Committee Virtual Work Session Meeting Minutes-Dec. 11, 2025

Date: Thursday, December 11, 2025

Time: 10:00 AM – 12:00 PM

Location: Zoom Online

I. Call to Order

- Co-Chair: Latrina Harris-Lewis
- Time: **10:02 AM**

II. Roll Call

- Attendance of members, guests, and support staff

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

- Absent Members
- Present Members
- Guest Members

III. Approval of Minutes

- Review and approval of Previous Meeting Minutes:
 - ☰ ACDHH & EHDI Committee In-Person Meeting Minutes-October 9, 2025
 - Motion to approve: **Dani Merrill**
 - Second: **Heidi Klomhaus**
 - Minutes approved.

IV. Old Business

- **Committee Membership & Representation**

- Discussion on adding new roles to the committee:
 - Early Intervention (EI) / Early Learning Provider (ELP)
 - Newborn Hearing Screening Technician (NBST) – supervisory role recommended due to high turnover of frontline screeners
- Committee input highlights:
 - **Katie Rawlings:** EI/ELP provides critical early support and continuity; supports adding both EI and NBST.
 - **Heidi Klomhaus:** Supports NST as supervisory role; EI representative should be active teacher of the Deaf.
 - **Dani Merrill:** Supports NST representation; acknowledges variation in experience among screeners.
 - **Amber Hansen:** Supports EI representation.
 - **Bibi Ashley:** Supports both EI and NBST representation; EI should be actively working with families.
 - **Fran Altmaier:** Supports NST representation; notes committee size should remain manageable.
- **MOTION:** Fran Altmaier moves to add two representatives to the committee (EI/ELP and NBST).
- **Seconded:** Annie Converse
- **MOTION CARRIES**
 - **Action Item:** Committee members to forward proposed candidate names to Latrina Harris-Lewis and Fran Altmaier via email.

- **Family Letter & Resource Packet Updates**

- Final draft of Family Letter complete and in use; translated into Spanish.
- Video series filming (Latrina) scheduled next Wednesday, December 17th at Desert Voices; potential second filming to include additional committee members.
- Consistent messaging between letter and video to improve retention of information by families.

- **Family Resource Booklet – Schools & Agencies**

- ACDHH to reprint the booklet once the new logo and branding are finalized.
- Digital toolkit / Google Doc consolidation continues.

- **Hybrid Meeting Pilot Discussion**

- Consideration for families with distance or childcare needs.
- Instead of holding hybrid meetings, the Committee will create blurb videos and written summaries after each in-person meeting.
- These will be posted on the **ACDHH website under the EHDI Advisory Committee section in Family Services**, so families who cannot attend in person still have access to meeting content and updates.

V. New Business / Next Steps & Assignments

- **Meeting Schedule:**

- Second Thursday of the month, 10:00 AM - 12:00 PM-same as before
- **January 8, 2026** - in-person meeting confirmed

- **Next Steps / Assignments:**

- **Recruitment of New Committee Roles:**

- Focus on EI/ELP and NBST (supervisory role)
- Committee members **submit candidate names** to Latrina Harris-Lewis and Fran Altmaier **before January meeting**

- **Family Resource Booklet:**

- Continue finalizing content
- Prepare for reprinting with updated ACDHH branding

- **Video Series & Outreach Book List:**

- Continue updates and preparation
- Coordinate filming schedules and content distribution

VI. Upcoming Meetings, Reminders, & Future Agenda Items

- **Next Meeting:** January 8, 2026 (in-person)
- **Reminders / Assignments:**
 - Submit candidate names for EI/ELP and NBST roles
 - Finalize Family Resource Booklet content
 - Prepare video series materials
 - Continue updates to outreach book list

VII. Community & Professional Updates

- **Bibi Ashley:** Winter Family Festival at Phoenix Day School for the Deaf on Saturday, Dec 13, 11:00 AM – 3:00 PM featuring ASL activities and Deaf Santa
- **Dani Merrill:** Desert Voices received a grant to provide audiological services to low-income families; website update forthcoming
- **Heidi Klomhaus:**
 - Hands & Voices monthly online storytelling event continues
 - Burton Barr Library in-person storytelling events recently held, with seven families attending
 - National H&V pilot training grant focused on literacy and language in January 2026
 - Training hosted by Nevada H&V (Las Vegas); participants include Heidi, Katie, and two other parent guides

VIII. Adjournment

- **Motion to Adjourn:** Heidi Klomhaus
- **Seconded:** Fran Altmaier
- **Time:** 11:13 AM