



# Meeting Minutes

## Information Clearinghouse on Developmental Disabilities Advisory Council Meeting Minutes

December 17, 2018  
10:00 – 11:00 a.m.

Florida Department of Health  
2585 Merchants Row Blvd., Room 135Q  
Tallahassee, Florida 32399

**Members Present by Dial-in Conference Call Line:** Kristine Benson, Amber Davis, Camille Gardiner, Shannon Moss

**Members Not Present:** Janet Caramello, Patricia Tice, Crystal Hopkins, Susan Prater DeBeaugrine, Dawn Brook

**Others Present:** Anna Simmons

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### **I. Welcome and Roll Call – Anna Simmons**

Anna welcomed everyone to the call and took attendance.

### **II. Approval of Minutes – Kristine Benson**

A motion was made by Camille Gardiner to approve all outstanding meeting minutes. The motion was seconded by Shannon Moss and passed unanimously.

### **III. New Business – Kristine Benson**

Anna reminded the council members that promotional materials are available for distribution upon request. Additionally, Anna reminded the council the Department received a line item appropriation to continue the Bright Expectations promotional campaign. Anna agreed to keep the council update on the campaign's progress.

The council discussed if there was a way to incorporate into the promotional campaign a way to encourage organizations to add Bright Expectations to their resource lists. Anna agreed to explore this with the Office of Communications.

### **IV. Website Reviews – Council Members**

There were no website reviews submitted for consideration. The council asked to have the conditions list resent to all members. Kris shared that she would like to research auditory processing disorders and will bring these resources to the next council meeting.

Camille asked for an update on the website usage. Anna agreed to get this information for the next council meeting.

Amber Davis shared that some families may find it beneficial to have a timeline that lays out what resources are relevant and when. Amber agreed to draft something to share at the next council meeting.

**V. Next Steps – Anna Simmons**

- Council members will research conditions and submit resources to Anna.
- Amber Davis will draft a resource timeline.
- Anna will provide a website usage update at the next council meeting
- Anna will work with Communications on ways to have Bright Expectations added to partners' resource lists.

**VI. Adjourn – Kristine Benson**

Kris Benson made a motion to adjourn the meeting and Amber Davis seconded the motion. The motion passed unanimously The next council's meeting is Monday, February 18, 2019 at 10:00 a.m. EST.