



# Meeting Minutes

## Information Clearinghouse on Developmental Disabilities Advisory Council Meeting Minutes

June 19, 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:** Shannon Moss, Camille Gardiner

**Members Not Present:** Dr. Carlos Pozzi, Kristine Benson, Janet Caramello, Patricia Tice, Crystal Hopkins, Susan Prater DeBeaugrine Amber Davis

**Others Present:** Erin Lanier, Childrens Medical Services, 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**

The approval of the minutes from the previous meeting was tabled.

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

Anna reminded council members that there are promotional materials available for distribution. Materials are available in English and in Spanish. Council members should email Anna any requests they have for materials.

Council members asked for the website usage data. Anna agreed to get this information together for the next council meeting.

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

The council members were unable to access the internet during the call. Anna agreed to email the websites for review to the council.

### **V. Next Steps – Kristine Benson**

- Council members will submit any condition resources to Anna.
- Council members will submit requests for promotional materials to Anna.
- Anna will email website resources to the council for review.
- Anna will provide an update on website usage at the next meeting.

### **VI. Adjourn – Kristine Benson**

The meeting was adjourned. The next meeting is Monday, August 20 at 10:00 a.m. EST.