

**Information Clearinghouse on Developmental Disabilities Advisory Council  
Meeting Minutes**

**September 16, 2014  
9:00 – 10:00 a.m.**

**Florida Department of Health  
2585 Bald Cypress Way, Room 310A  
Tallahassee, FL 32399**

**Members Present by Dial-in Conference Call Line:** Janet Caramello, Camille Gardiner, Kristine Benson, Patricia Tice

**Members Not Present:** Dr. Janet Flowers, Dr. Ricardo Ayala, Ryan Tyson, Dr. Carlos Pozzi,

**Others Present:** David Blodgett, Kristen Holmes, Rhonda Brown, Shaloam Grizzle, Quartil Robinson, Sarah Beard, Lou Ann Long, Ashley Anderson (Agency for Persons with Disabilities)

**I. Welcome and Roll Call – Rhonda Brown**

Rhonda welcomed everyone to the call and took attendance. The meeting did not achieve a quorum therefore voting items were tabled until the next meeting.

**II. Approval of Minutes – Janet Caramello**

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

**III. Old Business – Janet Caramello**

The list of council names was narrowed to five top choices for consideration at the next meeting:

1. Florida Advisory Council on Exceptional Services (FACES) – The council discussed changing the “E” and “S” to Exceptionality Support
2. Florida Advisory Council on Technical Sites (FACTS) – The council discussed changing the “T” and “S” to represent different words
3. Support Team Advocacy and Resources (STAR) – The council discussed changing the “S” to Support
4. Florida Support Team Advocacy and Resources (STAR) – The council discussed changing the “S” to Support
5. Florida Advisory Council on Prenatal and Developmental Resources

Rhonda reminded members to try to include “advisory council” and “resources” in the name to describe and reflect the purpose of the council. David explained that the council name would be listed on the website and even though it would not be big, it would still be seen.

#### **IV. Review of Website Updates – David Blodgett**

David presented the ideas from the council members to Georgia Murphy. Georgia will incorporate the changes for the next meeting.

The site map was discussed and David indicated that it would be appropriate to start simple then build up the subpages. A suggestion was made to keep the links, which are currently located at the bottom of the mock page, and move them between the first and second paragraph. A suggestion was made to add a link for, “a parent who received an at birth diagnosis” and Janet suggested having pages with sections.

The council discussed having two buttons, one that said “Prenatal Diagnosis” and the other that said “New Diagnosis.” Kristine said she would write up a description for the new diagnosis portion. The council discussed adding resources which addresses a parent’s emotional state when receiving a new diagnosis.

David will use website review sheets submitted for a mock up.

#### **V. Sharing of External Websites – Council Members**

Council members suggested the removal of two websites.

Camille will email the Regional Down Syndrome Organizations in Florida and ask for a short description of services and list of counties served to put on the website. The information will be submitted to Anna.

Website reviews were assigned. Kristine will review numbers one through six of the review assignments in which “Love & Learning” is already completed. Janet will review Partners in Policymaking, Disability is Natural, Nutrivene D, and Think College. Patricia will review Communicating Partners, Talk Tools, [changingmindsfoundation.org](http://changingmindsfoundation.org) and <http://dsdaytoday.blogspot.com/>.

Council members will add a note in the comment section on the website review forms to indicate whether the webpage they are reviewing should be included in the prenatal section, new diagnosis section, or under research.

#### **VI. Next Steps – Janet Caramello**

- Kristine Benson is awaiting reappointment
- The council agreed that duration, time, and frequency of the meetings would be kept the same.
- List of council names will be reviewed at the next meeting.
- David will mock up the webpage for the next meeting with the changes the council members discussed with a button for “Prenatal Diagnosis” and another for “At Birth Diagnosis” and send out before the next meeting.

- Council members will update (if necessary) their previously submitted website review narrative.

**VII. Adjourn – Janet Caramello**

**Next Meeting Date:** October 21, 2014      9:00 a.m. to 10:00 a.m. EST