

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

**January 20, 2015
9:00 – 10:00 a.m.**

**Florida Department of Health
2585 Merchants Row Blvd., Room 345Q
Tallahassee, FL 32399**

Members Present by Dial-in Conference Call Line: Janet Caramello, Camille Gardiner, Dr. Carlos Pozzi

Members Not Present: Dr. Janet Flowers, Dr. Ricardo Ayala, Ryan Tyson, Patricia Tice, Kristine Benson

Others Present: David Blodgett, Kristen Holmes, Anna Simmons, Sarah Beard, Quartil Robinson

I. Welcome and Roll Call – Anna Simmons

Anna welcomed everyone to the call and took attendance.

II. Approval of Minutes – Janet Caramello

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

III. New Business – Janet Caramello

Anna informed the council members that screenshots of the webpages are routing for review and approval. Once the webpages are approved and live, Anna will send an email notifying the council members with the website link.

IV. Review of Website Updates – David Blodgett

David shared the screenshots of the webpages that are routing for approval. The members discussed what steps to take once the website is live. Camille suggested revisiting this once the website was live and the council had the opportunity to navigate the website. Janet asked council members to continue to brainstorm ideas for the website and prepare discussion points for the next meeting. Camille agreed to submit a list of support group resources to add to the website.

V. Open Discussion – Janet Caramello

Janet requested an update on appointment information for the council members. Anna reviewed each member's term dates and agreed to send a membership list to the council. Camille led a discussion on ways to promote the website once it is live. Anna will research ways the Department can support efforts to promote the website and share this information at

the next meeting. Camille agreed to research similar legislation in other states to see if funding was appropriated.

VI. Next Steps – Janet Caramello

- Anna will email the council once the website is live.
- Camille will submit the list of parent support group resources to Anna for review.
- Anna will email the council membership list with term dates to the council.
- Camille will review similar legislation in other states to determine if they received funding for advertising.
- Anna will research ways to promote the website within the Department.
- Council members will continue to brainstorm ideas to expand the website and come prepared to share their discussion points at February's meeting.

VII. Adjourn – Janet Caramello

Next Meeting Date: February 17, 2015 9:00 a.m. to 10:00 a.m. EST