



Designation and Certification Subcommittee Meeting Minutes



January 13, 2021

10:00AM – 11:30AM

Meeting Platform: Microsoft Teams

ATTENDANCE

Members Present
Erick Quevedo, Subcommittee Chair
Jay Howell, Child Forensic Interview Advisory Committee Chair
Stephenie Cox
Angela Griffin
Alison Cowell
Valerie Stanley
Jackie Sandefer-Gonsen
DOH Staff Present
S. Nicole Jordan
Marceller Hines
Guests Present
N/A

Designation and Certification Subcommittee Meeting

Welcome:

- Meeting started at 10:02AM

Approval of Minutes from Previous Meeting:

- Subcommittee reviewed and approved minutes from the previous subcommittee meetings:
 - October 2020
 - November 2020

Survey Follow-Up:

- Subcommittee Member, Jackie Sandefer-Gonsen informed provided an update and informed subcommittee members that there were no additional responses prior to the winter holidays. Jackie will check the survey again to check for updates and provide follow-up.

Feedback – Florida Certification Board:

- Subcommittee members did not have feedback regarding the Florida Certification Board. However, subcommittee members will follow-up with questions/recommendations if needed.

Pilot Project Recommendations:

- Subcommittee members agreed that a statewide pilot project may be beneficial. The following recommendation were made:
 - Important to include pilot program recommendations and information in the CFIAC report.
 - Pivotal for CFIAC report to include details to describe various components of the pilot project.
 - Pilot project language and recommendation should be comprehensive and broad enough for internal and external CPT providers.
 - May be beneficial for pilot project section to reference potential agencies that may be able to provide insight to the recommendations.

Next Steps:

- Subcommittee Chair, Erick Quevedo shared a draft of CFIAC report language for members to review, edit, and make recommendations.
- DOH Staff Member, Nicole Jordan e-mailed subcommittee members a copy of the following documents:
 - Draft of report language (from Subcommittee Chair, Erick Quevedo).
 - Creation of CFIAC document.

- Subcommittee members agreed that the committee will continue to meet once a month.
- Subcommittee members agreed to e-mail DOH Staff Member, Nicole Jordan proposed language. Information received will be sent to Designation and Certification Subcommittee Members.
- Subcommittee Member, Stephenie Cox will send DOH Staff Member, Nicole Jordan draft language for committee members for review.

Follow-Up:

- Further discussion regarding the structure of polit project information and recommendations.
- Additional information needed for the report language.

Adjourn:

- Meeting was adjourned at 10:57AM