

- **Introductions and Welcome**
  - Please sign-in and update contact information
    - Reminder that “Be It Remembered” must be forwarded to Heather for records
    - Make sure e-mail is current for reappointment documents coming soon
  - Opening Questions to ask: (Heather to initiate as sample)
    - What is your name, position, title/agency
    - What do you feel is the best feature of part C, what is your passion?
    - What do you feel is missing or is an issue with Part C?
- **Pairwise visioning exercise: using current regulations as guidelines, what is/seems to be currently happening with VTs ICC and what is missing – Andreas**
  - Having a set of bylaws and role descriptions available to look at as we discuss what we want to be
  - Advising & Assisting – touch on the by-laws and role descriptions and that they seem to be a little dated given the current dynamic of group members (should be updated each year).
  - Lead into a greater conversation about work groups and ways that we can advise CIS as a whole. Here are some of the work groups I have in mind that could develop in the upcoming fiscal year:
    - State Family Engagement Framework (with Heather Case)
    - APR Data (With Danielle Howes???)
    - Professional Development (with Natalie Whitfield)
    - Update the By-laws and Responsibilities of Co-chairs (with ???)
    - Etc.
  - Discuss the layout of meetings and how the ICC wants to be involved in the larger topics to be discussed at those meetings
    - Show the layout of meeting months and recommended areas of advising
- **Small Group Feedback – Heather**
  - Using the regulations to show the history of vacancies that have remained open and utilize the current members to solicit people that would be a good fit for the openings
    - What representation are we missing and use this information to lead to discussion around brochure and board for VFN conference
  - Show the brochure and board template created and break council into two small groups, one to look at the board and one to look at the brochure
  - Is this a quality product and if not what are 2-3 things we can change in the next two weeks that can make it sufficient enough for this event and we can relook at it later?
  - If this is something that is a bigger task than can be developed today is there a group of members that want to take on this task to revise the layout or concept to make it more enticing?
- **Practitioner Representative elections**

**GOALS:**

- Update contact information for reappointments in May
- Elect a practitioner representative to fill vacancy
- Determine advising and assisting role of ICC for next fiscal year
- Develop two promotional items for VFN conference 04/06/16
- NEXT MEETING: May 13, 2016 @ \_\_\_\_\_