



Nevada Early Childhood Advisory Council

Nevada Early Childhood Advisory Council (ECAC) Communication and Engagement Ad-Hoc Committee Public Meeting Tuesday, May 20, 2025 1:30pm - 2:30pm

“Nevada’s children will be safe, healthy, and thriving during the first eight years of life,
and the system will support children and families in achieving their full potential.”

Meeting Location: This meeting is held via Zoom tele-conference, to join us, click [HERE](#)

Meeting ID: 857 2777 7291 **Passcode:** 218602

Having a hard time logging into Zoom? Click [HERE](#) for Directions

Minutes Summary

1. Welcome, Call to Order, and Roll Call

Dr. Nance, Communication and Engagement Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

- Brianna Cambra started meeting at 1:33pm
- Brandi Hearst conducted roll call

MEMBERS PRESENT

1. Brianna Cambra, Co-Chair Communication Ad-Hoc
2. Patrice Gardner, ECAC Vice Chair
3. Jamie Mendez, Workforce Specialist, Office of Early Learning and Development, Nevada Department of Education
4. Dr. Nance, Co-Chair Communication Ad-Hoc
5. Denise Tanata, Policy and Finance Co-Chair

MEMBERS ABSENT

1. Nyesdi Badillo, Family Engagement Specialist, Office of Early Learning, Nevada Department of Education
2. Abbey Bernhardt, National Alliance on Mental Illness, Nevada Chapter
3. Rachel Stepina, PDG B-5 Grant Manager, Office of Early Learning and Development, Nevada Department of Education

PUBLIC IN ATTENDANCE

1. Brandi Hearst, ECAC Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
2. Sabrina Jones, ECAC Systems Specialist, Office of Early Learning and Development, Nevada Department of Education
3. Darby Porter, State Library System
4. Dana Preece, Birth- Third Grade Specialist, Office of Early Learning and Development, Nevada Department of Education
5. Candace Vaughn, Department of Children and Family Services

2. Public Comment #1

Public Comment taken during this agenda item regarding any item appearing on the agenda. No action may be Taken on a matter discussed under this item until the matter is included on the agenda as an item on which action may be taken. The Co-Chairs may impose a time limit of three minutes. Public Comment #2 will provide an opportunity for public comment on any matter within the Committee’s jurisdiction, control, or advisory power.

- No Comment

3. Approval of Flexible Agenda *(Discussion for Possible Action)*

The Committee approved a flexible agenda. The Committee may take agenda items out of order; combine two or more agenda items for consideration; remove an item from the agenda or delay discussion relating to an





item on the agenda at any time.

Dr. Nance, ECAC Communication and Engagement Co-Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

- Denise Tanata motioned for a Flexible Agenda
- Patrice Gardner seconds
- Members voted unanimously, motion carries

4. Approval of Minutes from April 15, 2025 *(Discussion for Possible Action)*

The Subcommittee approved April 15, 2025, minutes.

Dr. Nance, ECAC Communications and Engagement Co-Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

- Members voted unanimously to approve Minutes, no motion was requested

5. ECAC Tool Kit Review *(Discussion, Informational)*

The Committee discussed the newly drafted ECAC Tool Kits and give feedback and or suggestions.

Sabrina Jones, ECAC Systems Specialist

- Brandi Hearst started the conversation and explained that we took the Communication meeting feedback to add some graphics and have less verbiage so parents actually read it and understand it.
- Brianna Cambra suggested adding a title or add bullets to the 3rd section on page 2
- Patrice Gardner asked who requested the Tool Kit what audience this is going to address
- Sabrina Jones explained that is a part of my job description that has been tasked to me
- Dr. Nance asked, "How do we see this being used?"
- Patrice Gardner would like to see a one pager of what ECAC is, how parents can be involved
- Brandi Hearst suggested having all of the family tools, flyers, documents and such in one location, which would all together be "the family tool kit" for parents to have accessible information, not several tool kits.
- Jamie Mendez liked the idea of the tool kit being all of the tools we have and mentioned it would be less overwhelming
- Brianna Cambra mentioned the short and sweet handouts are easy for tabling and for families, then once there is an interest, give them tool kits
- Dr. Nance liked having the tool kit on the website
- Table the Membership Toolkit to next meeting

6. Publication Review *(Discussion, Informational)*

The Committee to review the publication materials shared at Communication and Engagement Subcommittee meeting on 5.13.25 to decide what can be used and/or revised for the various audiences of the Communication Plans, new members in general and new member orientation. Action steps can be delegated as needed.

Dr. Nance, ECAC Communications and Engagement Co-Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

Link to Document: https://drive.google.com/file/d/1TSLW_Q9kF5dwAHsiyHKE8f1aaWRpzePy/view?usp=sharing

- Tabled to next meeting

7. Ad-Hoc Communication Plan: Professional Engagement *(Discussion for Possible Action)*

The Committee to continue developing strategies for communicating to Professionals in the Early Childhood System to add to the communication plan, as well as review any updates and/or add to Outreach Template.

Dr. Nance, ECAC Communications and Engagement Co-Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

Link to Template:



<https://docs.google.com/spreadsheets/d/16KRU1b4vgJlay8UA4GMq9nkbhqL2JEC37roqO-PsWGU/edit?usp=sharing>

- Tabled to next meeting

8. Agenda Items for Ad-Hoc Meeting on 6.17.2025 *(Discussion, for Possible Action)*

The Committee chose agenda items for the June 17, 2025 meeting.

Dr. Nance, ECAC Communications and Engagement Co-Chair

Brianna Cambra, Communication and Engagement Ad-Hoc Co-Chair

- Item 5 Membership Toolkit
- Amended Family Tool kit on Communication Subcommittee July Agenda
- Item 6
- Item 7
- Rachels Video Questions - possible on agenda if questions can't be answered via email

9. Public Comment #2

Public Comment taken during this agenda item on any matter within the Council's jurisdiction, control, or Advisory power. No action may be taken on the matter raised under this item until the matter is included on an agenda as an item on which action may be taken. The Co-Chairs will impose a time limit of three minutes.

- Denise Tanata announced Leadership Academy is accepting applications, information Session is June 3, 2025

10. Adjournment

- Brianna Cambra adjourned meeting at 2:28pm
- 3 Action Steps:
 - Brandi Hearst and Sabrina Jones to work on one pager for Toolkit page 4 and possibly tri-fold pamphlet example
 - Brandi Hearst to resend email to members involved with Video Production questions from Rachel Stepina
 - Member to answer video production questions or if too difficult for email response, Brandi Hearst to add to next agenda
- One Sentence Summary: The Committee spent time going over the details of the Family Friendly Toolkit presented by Sabrina Jones, it was decided to create either a one pager or tri-fold of the 4th page of the toolkit for easily digestible information for families, most of the other agenda items have been tabled.