



## **Family Leadership & Engagement Subcommittee Public Meeting**

Thursday, May 28, 2026, | 3:30 pm - 5:00 pm

**Virtual Meeting** located on Zoom.com

### **Attendance**

#### **9 of 13 Members Present**

1. Tiarha Huerta, Senior Manager, Waterworks
2. Octavia McLaurin, Child Care Owner
3. Brittany Morris, Sped-Itinerant ECE Teacher, Washoe County School District
4. Tiffany Olivas, Childhood Comprehensive Systems Manager, The Children's Cabinet
5. Kate Pflueghoft, Assistant Grant Manager, Office of Early Learning and Development, Nevada Department of Education
6. Darby Porter, Youth Services Consultant, Nevada Library Systems
7. Deetra Stewart, Family Home Care Provider
8. Tina Springmeyer, Director, Department of Child and Family Services
9. Anna Villatoro, Family Engagement Specialist, The Children's Cabinet

#### **4 of 13 Members Absent**

1. Dazzrael Lyke, Developmental Specialist 4, Aging and Disability Services Division
2. Cherry Clark, Developmental Specialist III, Nevada Early Intervention Services
3. Elizabeth Glover, CEO, Echoes of Excellence
4. Betsy Newman, Part C Coordinator, Clinical Program Planner II, Nevada Department of Human Services, IDEA Part C, Aging and Disability Services Division

#### **Public Present**

1. Patrice Gardner, ECAC Vice Chair
2. Tiffany Alston, ECAC Chair
3. Brandi Hearst, ECAC Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
4. Nayesdi Badillo, Family Engagement Specialist, Office of Early Learning and Development, Nevada Department of Education
5. Carmen Cariillo, Interpreter
6. David Loaiza-Funk, Interpreter
7. Robin Kincaid, Nevada PEP
8. Karina Aguilar, Family Leader
9. Ana Gabriela Velasco, Family Leader
10. Ariel Dunso, Community Member
11. Rachel Stepina, Preschool Development Grant, Birth through Five Grant manager, Office of Early Learning and Development, Nevada Department of Education
12. Adriana Lemus, Family Leader

### **MINUTES**

#### **1. Welcome, Call to Order, and Roll Call 3 min.**

- Tiffany Olivas opened meeting at 3:33 pm



- Brandi Hearst conducted roll call, noted above
- Nayesdi Badillo explained the interpretation services
- Tiffany Olivas welcomed members and briefly described what the agenda will look like normally , with flexible agendas and meeting minutes as first agenda items, and shared that she is very grateful for everyone who is here and that it is a good time to start if new to ECAC the subcommittee is just starting out new as well.

## 2. Public Comment #1 6 min.

Public Comment not given during this agenda item

- No Comment

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

The Subcommittee voted to approve a flexible agenda.

Tiffany Olivas, Chair

- Kate Pflughoeft motioned for a flexible agenda
- Darby Porter seconded the motion
- Members voted unanimously, motion passed

## 3. Introduction to Family Leadership and Engagement Subcommittee (*Discussion for Possible Action*)

Members were oriented to Subcommittee procedures and protocols.

Tiffany Olivas, Chair

- Tiffany Olivas kicked the meeting off with member introductions and shared the following details
  - Thanked everyone for coming and let the members know that we really want to thank the
  - Shared ECAC Council voiced the need for this subcommittee to have a space for parents to be involved.
    - Announced the Co-Chair opening, encouraging Family Leaders and Parents to also think about the opportunity, to discuss further at the next meeting after members have time to think about it
  - Announced the Secretary Role, sharing that this person would be trained to:
    - Take notes
    - Do roll call
    - Watch quorum
    - Asking for interest or volunteers
      - with no volunteers, this is an added agenda item for next meeting.
  - Shared the importance of Quorum
    - Quorum being 50% plus 1 member
    - Attendance is vital part of being a member

## 4. 2026 Meeting Schedule (*Discussion for Possible Action*)

Members created a meeting schedule.

Tiffany Olivas, Chair

- Members reviewed the 2026 schedule
- Tiffany Olivas suggested meeting monthly at least for the first 6 months
- Suggested Thursdays 3:30 pm-5:00 pm
- Kate Pflughoeft suggested perhaps a later time as 3:30 pm is often a pick-up time
- Tiffany Olivas went through some evening time frames, members decided on 4:00 pm- 5:30 pm
- Tiffany Olivas asked which week would work best, starting with the First Thursday of the month
- Members agreed to first Thursday of every month from 4:00 pm - 5:30 pm



- Deetra Stewart motioned to have the schedule be:
  - First Thursday
  - Every month
  - 4:00 pm - 5:30 pm
- Kate Pflughoeft seconded the motion
  - Tina Springmeyer requested we touch base with the missing members to verify the proposed schedule will work for them
  - Brandi Hearst to reach out to the 4 members who are absent
- Members voted unanimously
- Motion passes, schedule is confirmed dependent on 4 absent members are made aware

#### **5. Workplan Review** *(Discussion for Possible Action)*

The Subcommittee reviewed the Workplan

Tiffany Olivas, Chair

- Tiffany Olivas described to the members what the workplan is, sharing that all subcommittees have their own workplan as we are working towards big picture goals, sharing the following:
  - Goals on the subcommittee workplan
  - Objectives assigned to this subcommittee, under the goals
  - Explained to members that if the objective seems overwhelming, don't worry we are going to break these apart and dissect them to come up with activities that are achievable
- Brandi Hearst shared that the 2nd tab on the Workplan shows alignment between the objectives and the subcommittees
- Tiffany Olivas clicked on the second tab and shared the goals and objectives for the entire ECAC, showing the bigger picture that everyone is working towards

#### **6. Agenda Items for Next Meeting scheduled for Thursday June 4, 2026** *(Discussion and Possible Action)*

Members offered time to add items to the next agenda

Tiffany Olivas, Chair

- Tiffany Olivas added the following:
  - Opportunity to Co-Chair
  - Review Secretary Role
  - Workplan as a Standing Item
  - Outreach to families that are not already involved with ECAC or First 5 Nevada or other agencies
  - Formal Request for document review: Communication and Engagement Share Your Story Form
  - Public Comment after each discussion item
    - Deetra Stewart asked about the time frames and having public comment may take a lot of that time up for each item
    - Tiffany Olivas clarified that it would be only after the for-discussion items and we would need to ensure the time limit rules are in place
    - Patrice Gardner shared that NRS now states that after each Action Item we will need to add a Public Comment agenda item
- Rachel Stepina asked for 15 minutes to share the Sustainability Plan as ECAC has agreed to take the Consultant role.

#### **7. Public Comment #2** 6 min

Public Comment was given during this agenda item

- Anna Villatoro thanked the Family Leaders for engaging in this Subcommittee
- Adrianna Lemus thanked everyone for the opportunity to be here

#### **8. Adjournment**

- Tiffany Olivas adjourned the meeting at 5:01 pm



### **Action Items**

- Brandi Hearst to reach out to 4 members who are absent to verify schedule
- Brandi Hearst to update the 2026 schedule and add June 4th meeting date
- Brandi Hearst to have agenda ready to post by Monday, Minutes before meeting on Thursday

### **One Sentence Summary**

- The Members were introduced to the basics of every subcommittee, decided on a schedule, discussed the volunteer opportunities and introduced themselves to start building the foundation of the group.