

# August 2021 Interagency Committee Meeting

## Minutes

August 17th, 2021

11:00am– 11:30am EDT



### 1. Opening

Ms. Elizabeth Moya opened the meeting. No member presented an issue with being recorded. The meeting was called to order at 11:00 am.

Members Present: Ms. Elizabeth Moya, Mr. Horace Brown, Mr. Enrique Escallon

Staff Present: Ms. Whitney Doyle

Members of the Public: Ms. Kristi Warren, Ms. Julie Kates

### 2. Approval of Agenda

No members of the public commented. No modifications were made to the agenda. Mr. Enrique Escallon made a motion to approve the agenda. Mr. Horace Brown seconded the motion. The agenda was approved without any objection.

### 3. Approval of Minutes

No members of the public commented. No modifications were made to the June 2021 Interagency Committee meeting minutes. Mr. Brown made a motion to approve the minutes. Mr. Escallon seconded the motion. The June 2021 Interagency Committee meeting minutes were approved without any objection.

### 4. Update on State agency ToolKit | Whitney Doyle

Ms. Doyle explains that the toolkit has gone live on the website in a blog post. It will not officially go live until it is branded on October 1<sup>st</sup>.

### 5. Discuss Strategic Plan 2020 Year 2 Objectives Ideas | Whitney Doyle

Ms. Doyle explains that Objective 2 is to foster relationships between the RDC/RRC's and local state agencies by March 31<sup>st</sup> 2022. Objective 3 is to update the toolkit with the new branding guidelines and events that FAAST is participating in will be shared with the ATAC.

6. Discuss Website and Social Media Accessibility Tool Kit Idea | Whitney Doyle

Ms. Doyle explains that this idea is to compile resources together and gather information from other agencies and form partnerships with other agencies to complete this tool kit.

7. Action Items

Ms. Doyle discussed the strategic plan goal tracking. The Committee is on track.

8. Closing

Next Meeting- September 21, 2021, at 11:00am-11:30 am. No Public Committee was made.

Mr. Escallon made the motion to adjourn, and Mr. Brown seconded the motion. The meeting was adjourned at 11:15am.

Interagency Committee  
 2020 Strategic Planning Tracking - Year 2

Key  
 Strategic Planning Ad Hoc Committee = SPAHC

Strategic Issue	TASK	DUE	STAFF	ACTIONS	
	<b>By September 30, 2022, increase awareness of FFAST to partner organizations and businesses.</b>				
<b>Issue 1, Objective 2</b>	Strategy 2-3: Foster relationship building between RDCs/RRCs with local state agency staff/offices to broaden interagency bandwidth.	3/31/2022	Whitney & Hannah	Introductions will be made between RDCs/RRCs and local state agency staff/offices	Follow up before end of fiscal year to ensure a local connection has been made
	<b>By September 30, 2022, FFAST will have a statewide presence as the primary resource for assistive technology.</b>				
<b>Issue 1, Objective 3</b>	Strategy 3-3: Update the State Agency Toolkit with new branding guidelines and disseminate to state agencies.	12/31/2021	Whitney	Sent State Agency Toolkit to Bella Business Solutions for updated branding 11/24/2021 Confirmed receipt	Develop dissemination plan for toolkit