

Nevada Early Childhood Advisory Council
Communication & Engagement Subcommittee Public Meeting Minutes
Tuesday, July 28, 2026, Time: 11:30am. to 12:30pm.
Meeting ID: 868 3754 9809 Passcode: 493811

Attendance

Members' Present (11 of 16)

- Laura Brown, Monitoring and Compliance Coordinator, Acelero Head Start
- Brianna Cambra, Communication & Engagement Co-Chair
- Patrice Gardner, ECAC Vice Chair
- Dr. Jerek Hough, Founder Abbreviated Learning
- Tiarha Huerta, Senior Manager, Waterworks
- Adriana Lemus, Parent and First 5 Nevada Family Leader
- Jamie Mendez, Workforce Coordinator, NDE, Office of Early Learning and Development
- Brittany Morris, SPED-Itinerant Early Childhood Teacher, Washoe County School District
- Dr. Jamelle Nance, Communication & Engagement Co-Chair
- Carrie Paldi, District Manager, Learning Care Group
- Darby Porter, Youth Services Consultant, Nevada Library Systems

Members Absent (5 of 16)

- Jennese Black, K-8 ELA Education Program Professional, NDE, Office of Teaching and Learning
- Cherry Clark, Developmental Specialist III, Nevada Early Intervention Services
- Edith Farmer, Child Care Facilities Supervisor, Department of Social Services
- Dr. Elizabeth Glover, CEO, Echoes of Excellence
- Kendra Moore, Sr. Partnership Director, McGraw-Hill Education

Public Present

- Brandi Hearst, ECAC Administrative Coordinator, NDE, Office of Early Learning and Development
- Sabrina Jones, ECAC Systems Specialist, NDE, Office of Early Learning and Development
- Octavia McLaurin, Childcare Provide, Subcommittee Member
- Zontonnica Moore, Community Member
- Tiffany Olivas, Family Leadership and Engagement Chair
- Anna Villatoro, Family Leadership Coordinator, The Children's Cabinet

Minutes

1. Welcome, Call to Order, and Roll Call

- Dr. Jamelle Nance called the meeting to order at 11:39 a.m.
- Laura Brown conducted roll call. Eleven of sixteen members were present, establishing quorum.
- Members and attendees were asked to complete the attendance form for recordkeeping.

2. Public Comment #1

No public comment was provided during this agenda item.

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

- Patrice Gardner moved to approve a flexible agenda.
- Darby Porter seconded the motion.
- The motion passed unanimously.

4. Approval of May 26, 2026, Meeting Minutes (Discussion for Possible Action)

Lead: *Dr. Jamelle Nance and Brianna Cambra, Communication & Engagement Subcommittee Co-Chairs*

- Patrice Gardner moved to approve the May 26, 2026, meeting minutes.
- Jamie Mendez seconded the motion.
- The motion passed unanimously.

5. Work Plan Updates and Gantt Chart (Discussion, for Possible Action)

Lead: *Dr. Jamelle Nance and Brianna Cambra, Communication & Engagement Subcommittee Co-Chairs*

- Dr. Nance reviewed changes to the Communication & Engagement Work Plan following clarification with ECAC leadership regarding the Subcommittee's roles and responsibilities.
- Member-representative recruitment, mentoring, and systems-partner invitation activities were moved to Executive Leadership.
- Website maintenance was added to the Work Plan to keep audience and Subcommittee pages current and relevant.
- Social media was added as a Subcommittee responsibility because ECAC continues to need an identified group to support an ongoing social media presence.
- Brianna Cambra presented a Gantt chart to help members visualize activities, sequencing, timelines, recurring responsibilities, and volunteer needs across 2026 and 2027.
- Members discussed development of an annual communication plan, including communication priorities, a posting schedule, and volunteers to build standard content.
- The group discussed repurposing existing ECAC-approved materials, including partner reports, the annual report, strategic plan, policy priorities, and data tools, into shorter public-facing content.
- The Subcommittee discussed creating pre-scheduled content so ECAC administration, Executive Leadership, or Co-Chairs can address more time-sensitive communications when needed.
- Jamie Mendez asked whether Executive Leadership approval would be required before social media content is posted. Discussion clarified that existing ECAC-approved materials may be repurposed, while new initiatives or content using the ECAC name may require approval.
- Members discussed the existing ECAC Facebook page. Staff reported that prior login information had not provided usable access. Sabrina Jones recommended starting a new account and following up with Anna regarding access to or deletion of the existing page.
- Adriana Lemus volunteered to support content development.
- Dr. Nance asked whether the annual communication plan should include channels beyond social media. Brianna Cambra recommended beginning with one platform, establishing a sustainable process, and adding other channels over time.
- Members were asked to bring ideas to the next meeting about quarterly communication topics and timely early childhood information.

- Patrice Gardner suggested September as a possible launch target. Brianna Cambra suggested January to allow adequate time for planning and content development.
- Carrie Paldi recommended a shared content library or folder where members and partners can contribute materials and ideas. Brianna Cambra supported using a spreadsheet organized by month with links to materials and a shared review folder.

Volunteers identified during the discussion:

- Content development: Adriana Lemus and Anna Villatoro.
- Identification of existing ECAC materials for repurposing: Carrie Paldi.
- Taglines and messaging: Anna Villatoro, with Adriana Lemus also supporting content.
- Account support: Octavia McLaurin.

6. Outreach Tracker Review (Discussion and Review)

Lead: *Dr. Jamelle Nance and Brianna Cambra, Communication & Engagement Subcommittee Co-Chairs*

- Dr. Jamelle Nance reviewed the Outreach Tracker and explained that it is used to identify early childhood events and engagement opportunities, determine whether ECAC has a role, document participation experiences, and identify needed ECAC support.
- Members shared community events and early childhood engagement opportunities for consideration.
- Laura Brown will update the Outreach Tracker.

7. Family Share Template / Share Your Story Form (Discussion for Possible Action)

Lead: *Dr. Jamelle Nance and Brianna Cambra, Communication & Engagement Subcommittee Co-Chairs*

- Brianna Cambra reviewed the fillable Share Your Story form, which had been shared as a PDF for preview purposes.
 - The form is intended to gather stories that can be adapted for the ECAC website, social media, advocacy to policymakers, and consideration during strategic planning.
 - The form uses skip logic, so parents and guardians, early childhood professionals, and community members receive questions relevant to their role.
 - The form has gone through several revisions, including recommendations from the Family Leadership & Engagement Subcommittee, and includes options related to how much identifying information a participant is comfortable sharing.
- Carrie Paldi moved to present the form to Executive Leadership.
- Tiffany Olivas explained that the Family Leadership & Engagement Subcommittee had not completed its review and planned to continue the discussion at its next meeting.
- Brianna Cambra agreed to add Tiffany Olivas as a collaborator so the Family Leadership & Engagement Subcommittee could review the live form more easily.
- The Subcommittee agreed to table the vote until full feedback is received from Family Leadership & Engagement. The item will then return for consideration before being advanced to Executive Leadership.

8. Request Items for September 22, 2026, Agenda (Discussion and Review)

Lead: *Dr. Jamelle Nance and Brianna Cambra, Communication & Engagement Subcommittee Co-Chairs*

- Keep the Family Share / Share Your Story form on the September 22 agenda, including recommendations from the Family Leadership & Engagement Subcommittee and possible action to advance the form.
- Add a Facebook/social media account update, including the status of the existing account and next steps for a new account.

- Continue discussion of the annual communication plan, platform selection, content priorities, volunteer roles, and implementation timeline.

9. Member Updates (Discussion, Informational)

No member updates were provided.

10. Public Comment #2

No public comment was provided during this agenda item.

11. Upcoming Meetings (Informational)

- Executive Leadership: August 4, 2026, at 11:00 a.m.
- Family Leadership & Engagement: August 6, 2026, at 4:00 p.m.
- Data: August 20, 2026, at 1:00 p.m.
- Policy & Finance: August 27, 2026, at 3:30 p.m.
- Workforce Development: September 8, 2026, time to be determined.
- Communication & Engagement: September 22, 2026, at 11:30 a.m.

12. Adjournment

- Dr. Jamelle Nance adjourned the meeting at 12:30 p.m.

Action Step Summary

- Laura Brown
 - Update the Outreach Tracker with events and engagement opportunities discussed.
- Sabrina Jones
 - Follow up with Anna regarding access to or deletion of the existing ECAC Facebook page.
 - Determine next steps for establishing a new ECAC Facebook account if access to the existing account cannot be obtained.
- Adriana Lemus and Anna Villatoro
 - Support development of social media content and messaging.
- Carrie Paldi
 - Identify existing ECAC-approved materials that can be repurposed for communication content.
 - Support development of a shared content library or monthly content-planning resource.
- Octavia McLaurin
 - Support social media account-related work.
- Brianna Cambra
 - Add Tiffany Olivas as a collaborator on the Share Your Story form.
 - Allow the Family Leadership & Engagement Subcommittee to complete its review before the form returns to Communication & Engagement for possible action.
- **Communication & Engagement Subcommittee Members**
 - Bring ideas for quarterly communication topics and timely early childhood content to the next meeting.
 - Consider platform priorities and a realistic implementation timeline.
 - Continue identifying content and resources that can support the annual communication plan.

Meeting Summary

The Subcommittee approved its flexible agenda and May meeting minutes; clarified Communication & Engagement work plan responsibilities; advanced planning for website maintenance, social media, outreach, and the Share Your Story form; and identified follow-up actions for the September meeting.