Nevada Early Childhood Advisory Council

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Communication & Engagement Subcommittee

Public Meeting Minutes

Tuesday, September 22, 2026, Time: 11:30am.- 12:30pm.
Meeting ID: 868 3754 9809 Passcode: 493811

Attendance

Members Present (9 of 14)

- Jennese Black - Nevada Department of Education, Office of Teaching and Learning
- Laura Brown - Acelero Learning Clark County Head Start
- Brianna Cambra - Communication & Engagement Subcommittee Co-Chair
- Patrice Gardner - Nevada ECAC Vice Chair
- Dr. Elizabeth Glover - Echoes of Excellence
- Adriana Lemus - Parent and First 5 Nevada Family Leader
- Dr. Jamelle Nance - Communication & Engagement Subcommittee Co-Chair
- Carrie Paldi – Subcommittee Member
- Cherry Clark - Nevada Early Intervention Services

Members Absent (5 of 14)

- Edith Farmer - Department of Social Services
- Tiarha Huerta - Waterworks
- Jamie Mendez - Workforce Development Subcommittee Co-Chair
- Brittany Morris - Washoe County School District
- Darby Porter - Youth Services Consultant, Nevada Library Systems

Public and Other Participants

- Shannon Bilbray-Axelrod – Policy and External Affairs Director, The Children's Cabinet
- Amber Duncan - Community Member
- Joetta Forsty - Community Member
- Sabrina Jones – Nevada ECAC Systems Coordinator, Office of Early Learning and Development, NDE
- Octavia McLaurin - Subcommittee Member, Family Childcare Provider
- Denise Tanata - Policy & Finance Subcommittee Co-Chair
- Anna Villatoro - Northern Nevada ECCS Family Leadership Coordinator
- Anna Whitehead – The Children's Cabinet

Minutes

1. Call to Order and Roll Call

- Brianna Cambra called the meeting to order at 11:43 a.m.
- Laura Brown conducted roll call.

2. Public Comment #1

- Denise Tanata, Policy & Finance Subcommittee Co-Chair, invited Communication & Engagement members and guests to attend the October 22, 2026, Policy & Finance meeting and provide input on ECAC policy recommendations for the 2026 Annual Report.
- Denise Tanata stated that members who could not attend could send recommendations to Communication & Engagement Co-Chairs Brianna Cambra and Dr. Jamelle Nance for coordination with Policy & Finance.
- No additional public comment was offered.

3. Approval of Flexible Agenda (For Possible Action)

- Carrie Paldi moved to approve a flexible agenda.
- Patrice Gardner seconded the motion.
- No additional discussion was offered. The motion passed with no opposition or abstentions stated.

4. Approval of July 28, 2026, Meeting Minutes (For Possible Action)

- Laura Brown moved to approve July 28, 2026, meeting minutes as presented.
- Dr. Elizabeth Glover seconded the motion.
- No additional discussion was offered. The motion passed with no opposition or abstentions stated.

5. Communication & Engagement Subcommittee Co-Chair Report

- Dr. Jamelle Nance reported that she had no additional updates to share.
- Brianna Cambra thanked members who had added ideas to the Social Media Content Planner and noted that the ideas would help volunteers develop future ECAC messaging.

6. Communication & Engagement Work Plan and Gantt Chart Update (Discussion, Review, and Public Comment)

- Brianna Cambra reviewed the Gantt chart as a tool for tracking one-time and recurring work plan responsibilities, timelines, volunteer assignments, and capacity.
- Laura Brown volunteered to maintain and present updates from the Outreach and Events Tracker at future meetings.
- Sabrina Jones confirmed that she would continue reviewing ECAC website content as part of her administrative role.
- Dr. Elizabeth Glover and Amber Duncan volunteered to review designated ECAC website pages beginning in October. Brianna Cambra stated that the reviewers could coordinate a monthly or alternating review cadence and report changes needed to Brianna Cambra, Dr. Jamelle Nance, and Sabrina Jones.
- Brianna Cambra noted that social media drafting would continue over the next several months and connected the work plan timeline to the Social Media Content Planner.

7. Annual Communication Plan and Social Media Strategy (Discussion, Review, and Public Comment)

- Brianna Cambra reviewed the Social Media Content Planner and proposed a weekly framework: Council Spotlight, Audience Spotlight, Partner/Community Spotlight, and Data/Research/Policy content, with flexibility for fifth-week or time-sensitive content.
- Jennese Black recommended incorporating nationally recognized early childhood observances, such as Week of the Young Child and Nevada Reading Week.
- Dr. Jamelle Nance recommended keeping the framework flexible so time-sensitive initiatives can be posted during the week that best matches the event.
- Anna Whitehead asked whether the Idea Bank was public. Brianna Cambra clarified that it is a working tool for people participating in the Subcommittee and can be shared with active participants.
- Patrice Gardner asked how unplanned partner requests would fit into the annual plan. Brianna Cambra explained that time-sensitive or partner-requested posts would continue to be routed through Sabrina Jones rather than treated as part of the advance annual schedule.

- Anna Villatoro requested that information for Council or member spotlights be collected in advance so volunteers can draft content without waiting for individual follow-up.
- Jennese Black asked whether posts would use Facebook and Instagram. Brianna Cambra stated that Facebook would be the initial platform while volunteers establish the workflow and evaluate capacity.
- Octavia McLaurin and Jennese Black noted that Facebook and Instagram can be linked and discussed the potential benefit of formatting content so it can be shared across both platforms.
- Brianna Cambra stated that January through March content should be developed first, with draft messages available for Subcommittee review at the November meeting.
- Brianna Cambra stated that she would connect with Adriana Lemus and Anna Villatoro after the meeting to review the planner, answer questions, and establish drafting timelines.

8. ECAC Website Maintenance and Audience Resources

- Brianna Cambra stated that the Subcommittee is responsible for helping keep audience-specific ECAC webpages current, including pages for professionals, policymakers, and parents.
- Dr. Elizabeth Glover and Amber Duncan will receive guidance on the specific pages to review and will report outdated information or needed changes.
- Brianna Cambra recognized the newly redesigned ECAC website and thanked Sabrina Jones for supporting website updates and meeting-access information.

9. Outreach and Events Tracker (Discussion and Review)

- Brianna Cambra reviewed the Outreach and Events Tracker with Laura Brown and discussed how the tracker can be used to keep the Subcommittee aware of early childhood events and ECAC representation opportunities.
- Members noted a recent Children's Advocacy Alliance event at which ECAC members and other participants were recognized.
- Members discussed the Step Up for Kids event scheduled for September 26, 2026. Sabrina Jones stated that she planned to attend.
- Brianna Cambra asked members to send upcoming system or community events to Laura Brown so the tracker can be kept current.

10. Share Your Story / Family Share Form (Discussion, Review, and Public Comment; For Possible Action)

- Brianna Cambra summarized revisions made to the Share Your Story / Family Share Form following Family Leadership & Engagement feedback, including more parent-friendly language, additional explanation on subpages, and consolidation of story prompts.
- Brianna Cambra explained that Communication & Engagement approval was needed before the form could advance to Executive Leadership for consideration.
- Carrie Paldi stated that she had not yet reviewed the updated form and provided an updated email address for future correspondence.
- Another member indicated that additional review time was also needed. The Subcommittee did not vote during the meeting.
- Brianna Cambra stated that a follow-up email would provide the updated form for a discussion/review period, followed by voting instructions after the process and applicable bylaws requirements were confirmed.
- The intent discussed was to complete review and approval without unnecessarily delaying the form until 2027.

11. Member Updates and Share-Out (Informational and Discussion)

- Brianna Cambra tabled Member Updates and Share-Out because of time constraints.
- Brianna Cambra noted that the one-hour meeting length has made it difficult to reach this standing item and proposed discussing whether future meetings should be extended to 90 minutes.

12. Discuss Items for the Next Meeting and Future Agenda Item Requests (Discussion)

- Brianna Cambra requested that the November agenda include discussion of the Communication & Engagement meeting length.

- No additional new agenda requests were stated during this item.
- The Share Your Story / Family Share Form remains a follow-up item if the planned review and voting process is not completed before the November meeting.

13. Upcoming Meeting Schedule (Review and Discussion)

- Brianna Cambra confirmed that the next Communication & Engagement Subcommittee meeting is scheduled for November 24, 2026, at 11:30 a.m.
- Brianna Cambra stated that the November agenda would include discussion of whether the regular one-hour meeting should be extended to 90 minutes.

14. Public Comment #2

- Sabrina Jones invited members and participants to join the Nevada ECAC Facebook page and noted that the account was relatively new.
- No additional public comment was offered.

15. Adjournment

- Brianna Cambra adjourned the meeting at 12:32 p.m.

Action Step Summary / Follow-Up

- Laura Brown will maintain the Outreach and Events Tracker and receive upcoming event information from members.
- Dr. Elizabeth Glover and Amber Duncan will begin reviewing designated ECAC website pages in October and report updates needed to Brianna Cambra, Dr. Jamelle Nance, and Sabrina Jones.
- Subcommittee members will continue adding relevant ideas and initiatives to the Social Media Content Planner and Idea Bank.
- Brianna Cambra will follow up with Adriana Lemus and Anna Villatoro regarding the Social Media Content Planner, questions, drafting responsibilities, and timelines.
- Adriana Lemus and Anna Villatoro will begin developing draft social media content, with January-March content prioritized for review at the November meeting.
- Communication & Engagement leadership will circulate the revised Share Your Story / Family Share Form for additional review and provide the next-step voting process after confirming applicable requirements.

Meeting Summary

The Subcommittee approved the flexible agenda and July 28, 2026, meeting minutes; clarified work plan assignments; advanced the annual social media content plan; established website-review and event-tracker responsibilities; continued review of the Share Your Story / Family Share Form; and identified meeting length and unfinished work for follow-up.