



MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

# COMMUNICATIONS & OUTREACH COMMITTEE MINUTES

FISCAL YEAR 2024

**Communication and Outreach Meeting Minutes**  
**Wednesday, July 12, 2023**  
**2:00 PM – 3:00 PM ET**

PRESENT	Chad Delbridge Clara Botstein Felicia Gonzales Pete LuPiba Brian Murphy Keith Owen Tony Trongone	Wyoming Commissioner D.C. Commissioner Nevada Commissioner Ohio Commissioner Indiana Commissioner Colorado Commissioner New Jersey Commissioner	Chair
EXCUSED	Teresa Ferenczhalmy Laura Kacer Kristin Windham Christina King	New Mexico Commissioner Iowa Commissioner Mississippi Commissioner Communications Associate	
STAFF	Cherise Imai Lindsey Dablow	Executive Director Training and Operations Associate	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:04 PM ET by Committee Chair, Commissioner Chad Delbridge (WY).

**ITEM 2 – ROLL CALL**

2. Roll call was taken by Cherise Imai, Executive Director (ED). A quorum was established.

**ITEM 3 – APPROVAL OF THE AGENDA**

3. **Commissioner Brian Murphy (IL) motioned to approve the agenda. The motion was seconded by Commissioner Felicia Gonzales (NV). The motion carried.**

**ITEM 4 – APPROVAL OF THE MINUTES – MAY 24, 2023**

4. **Commissioner Murphy motioned to approve the May 24, 2023, minutes. The motion was seconded by Commissioner Gonzales. The motion carried.**

**ITEM 5 – REPORTS**

5. **Executive Committee (EXCOM) Update** – Chair Delbridge briefed the Committee on the June 15, 2023, meeting of the EXCOM. He stated ED Imai provided an update on Commission vacancies and appointments. Treasurer and Missouri Commissioner Brian Henry provided an update on the fiscal year (FY) 2023 dues with only two (2) states, District of Columbia and Illinois, outstanding. Communications and Outreach reported the “Guide for Parents, School Officials, and Public Administrators” and the “Quad-Fold Brochure” were translated into Spanish and are available for digital download on the Publications page of MIC3.net.

6. **Communications Plan** – ED Imai provided an overview of the current Communications Plan and July newsletter. ED Imai stated the August newsletter and social media posts would include information on the Annual Business Meeting (ABM) in Richmond, Virginia, promotions for upcoming webinars, and the Parent Toolkit.

## **ITEM 6 – OLD BUSINESS**

7. **Training Update** – Training & Operations Associate Lindsey Dablow stated the Training Committee released the Compact 101 training video in American Sign Language (ASL) with closed captioning on the MIC3 YouTube channel.

8. Ms. Dablow reported on National Office activities for FY23. She stated in FY22 there were 22 trainings compared to FY23 with 68 trainings indicating an increase of 173%. In FY23, 25% of the trainings were held in person and the remaining 75% were held virtually. She added twelve (12) trainings were already scheduled for FY24.

9. Ms. Dablow stated she would be attending the Military Child Education Coalition's (MCEC) Global Training Summit later in the month and would be facilitating three (3) training sessions including briefing community influencers, providing the Compact 201 Training with assistance from Commissioner Designee Dan Dunham (VA), and the Compact 101 Training.

10. **Webinars** – Ms. Dablow reported two (2) new webinars would be produced in July. She also stated the Rules Committee has released new Rules and amendments to existing Rules for consideration this year. The Rules Promulgation webinar will be taped and made available to the Commission during the summer to remind members of the process.

## **ITEM 7 – NEW BUSINESS**

11. **Training Committee Launch of MIC3Training.net: Advertising & Promotion Overview** – ED Imai presented the MIC3Training.net toolkit draft. She noted the title of this online training page has been changed from the "LMS" page to MIC3Training.net. The marketing and promotional toolkit consisted of an example of a webpage draft and included samples for branding guidelines, newsletter and email copy, social media copy, graphics and videos, and a special page for school personnel. MIC3Training.net will debut during the 2023 ABM.

12. **Commissioner Gonzales motioned to approve the MIC3Training.net training portal toolkit. The motion was seconded by Commissioner Murphy. The motion carried.**

13. **2023 End-of-Year Communications Memo** – ED Imai reported this memo is released every year to remind members of the items the committee has worked on throughout the year. She noted the memo did not include the MIC3Training.net portal information but added another memo can be released once the portal is officially launched.

14. **Commissioner Murphy motioned to approve the 2023 End-of-Year Communications Memo. The motion was seconded by Commissioner Gonzales. The motion carried.**

15. **Quick Links Oversized Bookmarks** – Ms. Dablow presented the design of new two-sided oversized bookmarks. The front of the bookmarks includes social media links while the back displays a QR code to a quick links page on MIC3.net.

16. **Parent, School, Commissioner, and State Council Toolkits** – Ms. Dablow gave an overview of changes made to these toolkits, stating changes were made to the overall formatting and design as well as updating content and links.

17. **Collaterals Report** – ED Imai asked the Committee to review this document to understand the cost overrun on the amount budgeted for collateral purchases in FY23. Ms. Dablow reported staff promotes digital downloads of these publications but due to the increase in trainings, collateral usage and requests for printed copies have increased as well and will continue to increase. ED Imai added that as these requests and printing costs continue to increase, the National Office will be requesting a higher budget amount for FY24.

18. **2023 ABM Presentation** – Chair Delbridge reminded the Committee they would be reviewing the Communications & Outreach Committee Report slides for the 2023 ABM at the next meeting in September. He stated the Committee needs to review the slides to ensure all work completed over the past year has been included. ED Imai added the slides will be sent to members in advance of the meeting for their review and feedback.

#### **ITEM 8 – OTHER BUSINESS AND ANNOUNCEMENTS**

19. **Feedback for the EXCOM** – No items were brought forth for the EXCOM.

20. **Compact 101 Virtual Training** – Chair Delbridge stated the next Compact 101 virtual training was scheduled for July 25, 2023, at 2:00 PM ET. He asked members to share this training with their state council and state stakeholders.

21. **Proposed Rules and Amendments Commissioner Comment Training** – Chair Delbridge reported a memo was released on June 26, 2023, from the Rules Committee regarding five (5) proposed rules or amendments. He reminded the Committee that as commissioners and ex-officio members, they have 30 days to provide official comments on these proposals and they could be found on the MIC3 website 2023 ABM page.

22. **End-of-Year (EOY) Report Guide** – Chair Delbridge expressed his appreciation to members for turning in their EOY reports. He stated the National Office has posted those on the state pages and is following up with states that have not yet submitted reports. He concluded by reminding members that as a quasi-governmental agency, an EOY booklet for FY23 would be released and posted to mic3.net.

23. **2023 ABM November 8 & 9, 2023** – Chair Delbridge reminded members the registration link was live for the 2023 ABM, urging them to register. He noted the meeting end time for November 9<sup>th</sup> was changed to 3:00 PM ET to accommodate members needing to depart by 4:30 PM ET.

24. **Reminders/Announcements** – Chair Delbridge stated the next Communications and Outreach Committee meeting would be held on September 13, 2023, at 2:00 PM ET.

#### **ITEM 9 – ADJOURNMENT**

25. **With no further business to conduct, Chair Delbridge adjourned the meeting at 2:44 PM ET.**

**Communication and Outreach Meeting Minutes**  
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PRESENT	Chad Delbridge Clara Botstein Felicia Gonzales Pete LuPiba Brian Murphy Keith Owen Tony Trongone	Wyoming Commissioner D.C. Commissioner Nevada Commissioner Ohio Commissioner Indiana Commissioner Colorado Commissioner New Jersey Commissioner	Chair
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24. **Reminders/Announcements** – Chair Delbridge stated the next Communications and Outreach Committee meeting would be held on September 13, 2023, at 2:00 PM ET.

#### **ITEM 9 – ADJOURNMENT**

25. **With no further business to conduct, Chair Delbridge adjourned the meeting at 2:44 PM ET.**



Communication and Outreach Meeting Minutes
Wednesday, January 10, 2024
2:00 PM – 3:00 PM ET

Table with 3 columns: Category (PRESENT, EXCUSED, STAFF), Name, and Title. Includes names like Chad Delbridge, Clara Botstein, Felicia Gonzales, etc.

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 2:04 PM ET by Committee Chair, Commissioner Chad Delbridge (WY).

ITEM 2 – ROLL CALL

2. Roll call was taken by Cherise Imai, Executive Director (ED). A quorum was established.

ITEM 3 – APPROVAL OF THE AGENDA

3. Commissioner Felicia Gonzales (NV) motioned to approve the agenda with a correction to a state acronym. The motion to adopt the agenda as amended was seconded by Commissioner Keith Owen (CO). The motion carried.

ITEM 4 – APPROVAL OF THE MINUTES – SEPTEMBER 13, 2023

4. Commissioner Gonzales motioned to approve minutes from the September 13, 2023, meeting. The motion was seconded by Commissioner Owen. The motion carried.

ITEM 5 – REPORTS

5. Executive Committee (EXCOM) Update – ED Imai reported that the DoD was interested in the data that would track the rate of military enlistment after graduation. Currently, that information is not being tracked. The two open records requests from the Tennessee Commissioner were provided and closed. The results of the Penn State Study are not available to the public at this time.

6. Communications Plan – The communication plan and its alignment with the strategic plan was discussed, with ED Imai explaining the updates for the upcoming year.



7. **Commissioner Laura Kacer (IA) motioned to approve the Communications Plan. The motion was seconded by Commissioner Gonzales. The motion carried.**

**ITEM 6 – NEW BUSINESS**

8. **Toolkits** - The Purple Up Toolkit as well as the MIC3Training.net Toolkit were discussed, with ED Imai and Ms. Dablow explaining how the toolkits will be utilized.

9. **Commissioner Gonzales motioned to approve the Purple UP & MIC3Training.net training portal toolkit. The motion was seconded by Commissioner Kacer. The motion carried.**

**ITEM 7 – OTHER BUSINESS AND ANNOUNCEMENTS**

10. **Feedback for the Executive Committee** – No items were brought forth.

**ITEM 8 – ADJOURNMENT**

11. **With no further business to conduct, Chair Delbridge adjourned the meeting at 3:00 PM ET.**



Communication and Outreach Meeting Minutes
Wednesday, March 13, 2024
2:00 PM – 3:00 PM ET

Table with 4 columns: Category, Name, Title, and Role. Rows include PRESENT (Chad Delbridge, Clara Botstein, Felicia Gonzales, Pete LuPiba, Keith Owen, Tony Trongone, Eileen Huck), EXCUSED (Teresa Ferenczhalmy, Laura Kacer, Kristen Windham), and STAFF (Cherise Imai, Lindsey Dablow, Monique Smith, Allie Thomas).

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 2:04 PM ET by Committee Chair, Commissioner Chad Delbridge (WY).

ITEM 2 – ROLL CALL

2. Roll call was taken by Executive Director (ED) Cherise Imai. A quorum was established. Chair Delbridge introduced two new hires from the national office: Communications Associate Monique Smith and Operations Coordinator Allie Thomas. Chair Delbridge announced the resignation of Commissioner Brian Murphy (IN) from the Commission. A new Commissioner was appointed for Indiana and being onboarded by the national office.

ITEM 3 – APPROVAL OF THE AGENDA

3. Commissioner Keith Owen (CO) motioned to approve the agenda. The motion was seconded by Commissioner Tony Trongone (NJ). The motion carried.

ITEM 4 – APPROVAL OF THE MINUTES

4. Commissioner Owen motioned to approve the minutes from the January 10, 2024, meeting. The motion was seconded by Commissioner Felicia Gonzales (NV). The motion carried.

## ITEM 5 – REPORTS

5. **Executive Committee (EXCOM) Update** – ED Imai reported the EXCOM met in February. The national office reported thirty-seven trainings were scheduled for fiscal year (FY) 2024 to date, with five trainings scheduled for in person and thirty-two to be held virtually.
6. ED Imai reported the Ex-officio group met in January. The Military Child Education Coalition (MCEC) reported their Global Summit will be held in Washington D.C. in July 2024. The Department of Defense (DoD) announced the release of phase two of the Penn State report provided by the Defense State Liaison Office.
7. ED Imai reported the Commission’s FY23 annual audit was completed in December by Blue and Company along with CSG’s Accounting Department. The audit had no findings and was posted on the Commission webpage under Finances. The Commission ended FY23 6% under budget. A live webinar will be held and recorded for posting to mic3.net to review the audit.

## ITEM 6 – NEW BUSINESS

8. **Education Commission of the States (ECS)** – Chair Delbridge reported that ED Imai was contacted by a representative from ECS to discuss the Compact and the opportunity to work closer with the organization. ECS provides states with education policy advisement and research, which spans from early care to workforce development. The representative recommended applying for a breakout session at the national conference held in July, which the national office submitted a proposal for.
9. **Congressional Resolution for Month of the Military Child** – Chair Delbridge announced ED Imai was working on a congressional resolution for the Senate and House recognizing the Month of the Military Child and the Compact. The Senate Resolution will be sponsored by Senator Mazie Hirono of Hawaii and the House Resolution will be sponsored by Congressman Joe Courtney of Connecticut. Information will be released to the Commission once the bills are finalized. Commissioners will be asked to forward the information to their congressional delegation and encourage them to sign onto the as a co-sponsor.
10. **Training Activities Update** – Chair Delbridge yielded the floor to Training and Operations Associate Lindsey Dablow. Ms. Dablow reported there were forty-one trainings scheduled for FY24 with the addition of four new requests she had received that week. The Training Committee met in February and reported on MIC3Training.net and the training portal media toolkit. 123 new users have registered since the training portal debuted in November.
11. **Marketing** – ED Imai reported on the Commission’s communication plan. Arkansas, Hawaii, New Hampshire, Nevada, New York, and South Carolina were chosen to film State Spotlight videos to showcase their state’s best practices and how they impact the Commission. The Commission is gathering stories from the states for the Compact Stories: Student Voices series with the idea of highlighting two or three videos for Annual Business Meeting.
12. ED Imai presented social media content including a video prepared for Month of the Military Child.

## **ITEM 7 – OLD BUSINESS**

13. **C&O Memorandum: Compact Education and Promotion** – Chair Delbridge reminded the Members of the memorandum approved at the January 10, 2024, meeting which summarizes the resources and supports available to promote and inform stakeholders on the Compact. The memorandum was disseminated through Constant Contact on January 12, 2024.

14. **April: Month of the Military Child** – Chair Delbridge reminded Members to promote the Month of the Military Child toolkit through social media and Commission channels. The Media Release was posted on the website and was embargoed until April 1. The national office was sponsoring a Giant Jenga tournament for CSG staff in Lexington, Kentucky at end April to promote MIC3, the Month of the Military Child and recognize CSG’s military-connected employees.

## **ITEM 8 – OTHER BUSINESS AND ANNOUNCEMENTS**

15. **Feedback for the EXCOM** – No items were brought forth for the EXCOM.

16. **Compact 101 Virtual Training** – Chair Delbridge reported the next Compact 101 virtual trainings were scheduled for March 20, 2024, at 8:00 PM ET and April 22, 2024, at 6:00 AM ET. ED Imai reminded Members the times for the Compact 101 training vary to help accommodate parents and school liaisons overseas.

17. Ms. Dablow announced the national office applied to participate at MCEC’s Global Summit and has been invited to present a Compact 201 training course. Commissioner Pete LuPiba (OH) commended Ms. Dablow for how efficient and useful the Compact 201 training course that he previously attended.

## **ITEM 9 – ADJOURNMENT**

18. **With no further items to discuss, Commissioner Lupiba motioned to adjourn, seconded by Commissioner Trongone. Chair Delbridge adjourned the meeting at 2:33 PM ET.**

The next meeting is scheduled for Wednesday, May 8, 2024, at 2:00 PM ET.