

## ICC Transition Committee Meeting Minutes

**Date:** 1/17/2020

**Time:** 9:00am –  
11:00am

### Members Present

Stephanie Collier, Chair  
Suzie Perry, ADE  
Sonia Samaniego, ADHS  
Kate Dobler, FTF  
Katie Murdoch, observing

### Staff Present

Ashley Boruff  
Chantelle Curtis  
Alicia Amundson  
Sharon Pierson

### Appointed Public Members

Kristy Thornton  
Mary Rimron

### Members of the Public observing

Leah Gibbs, DDD

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#### 1. Welcome/Introductions/Purpose of the Committee

- a. Transition Chair, Stephanie Collier, called the meeting to order at 9:05am and welcomed all committee members and the public. Committee members introduced themselves. Stephanie reviewed the Open Meeting Law script to ensure compliance.

#### 2. Review last Minutes/action items to-date

- a. Stephanie reviewed the proposed recommendations and described the potential activities for committee members to begin working on from the previous meeting. Committee members agreed with the recommendations.

#### 3. Progress of Action Items/Discussion

- a. Stephanie asked committee members to identify the workgroup that they would like to participate in and breakout into groups to define an action plan.
- b. The committee agreed that the Part C and Part B meeting would be a recommendation for AzEIP and ADE to plan and schedule but would not be a workgroup at this time by the committee.

##### i. Video Vignette Workgroup

1. Members: Sharon Pierson, Kristy Thornton, Stephanie Collier

##### ii. Technical Assistance Workgroup

1. Members: Alicia Sharma, Chantelle Curtis, Suzy Perry, Kate Dobler, Katie Murdoch, Sonia Samaniego  
Public Member: Leah Gibbs observed this work group.

##### iii. Resource Development Workgroup

1. Ashley Boruff, Sonia Samaniego, Alexandra Oropeza, Mary Rimron

- c. Mary commented that having a simple flowchart of transition activities would be helpful for individuals as it may be overwhelming for those who may not be familiar with AzEIP. It was suggested that the Part C and Part B meetings be scheduled regionally; Southern, Central and Northern. Mary asked if there is an early intervention program that does transition well and reaching out to them to model the success they've achieved.
- d. The workgroups began their preliminary tasks to define the resources they will need, timelines, audience and other project definitions to support the tasks. Each group discussed for 30 minutes and came back together as a large group to wrap up.

#### 4. Work Group Tasks/Leads:

- Develop video vignettes:
  - Sharon Pierson, Lead  
Kristy, Stephanie
    - 10-15-minute video talking about transition
    - Immediate need is noncompliance- targeted for SCs
    - Hit upon 5-10 key transition areas.
    - To go along with video would be a facilitated guide for supervisors
    - New staff with 90 days of hire and annually
    - Mary: comment have a deaf representative and blind
    - Kristy: include ASDB
    - Incorporate into Part C to B meetings
    - Additionally, other videos geared towards parents or other populations
    - Sharon is exploring videographer at DES and his availability
- Technical Assistance:
  - Suzy, Sonia
  - Kate Dobler, Lead
    - Focus on transition from Part C to Part B.
    - Guidance documents and resources need to target both sides of transitions: SCs and school district staff involved in transition into Part B
    - Next meetings: 2/19, 3/25, 4/15 3-5p
    - Roles actions timelines and how will be flushed out
- Resource Development
  - Sonia, Mary, Alexandra
  - Ashley Boruff, Lead
    - target audience, parents, public, team members, school districts
      - Create small portable pamphlet (like ADHS)
      - Solely resource guide or trifold (combined, could be broken down by region)
      - Break down by region, then each target population
      - Links to other resources that are available (resource guide for parents EHDI)
      - QR code to link
    - Focus on 0-3 or 0-5?
      - Birth to 8 align, FTF is 5 or kindergarten
    - Ashley: send link to website
    - Mary: volunteer to gather resources for Southern region
    - Annually review resources and as needed basis
      - Focus on tried and true resources, and other resources that come and go

## **5. Public Comments**

Leah Gibbs, DDD, consider what transition means for other areas aside from transition to Part B preschool such as to ALTCS services and DDD. Consider the definition of service coordinator to be inclusive of DDD support coordination when developing guidance documents.

## **6. Next Meeting Dates**

Video Vignettes: February 11<sup>th</sup>, 2020 9am -11am AzEIP conf room

Tri-Fold Brochure February 11<sup>th</sup>, 2020 11am-1pm AzEIP conf room

Resources February 20<sup>th</sup>, 2020 3:00pm-4:00pm

Technical Assistance February 19<sup>th</sup>, 2020, March 25<sup>th</sup> and April 15<sup>th</sup> 3:00pm-5:00pm

## **7. Adjourned meeting 11:15am**

**Minutes Respectfully submitted, Transition Committee**