

**Interagency Coordinating Council  
Executive Committee Meeting  
Minutes  
April 12, 2019 10:30am to 12:30pm  
3300 North Central Ave 16<sup>th</sup> floor Phoenix, Arizona 85012**

**Members Present:**

Lana Graber  
Stephanie Collier  
Suzanne Perry  
Dana Hutchings  
Christopher Keck: Phone

**DES/AzEIP Staff Present:**

Alicia Sharma  
Ashley Boruff  
Jenee Sisnroy  
Sharon Pierson

**Members of the Public Present**

---

**Meeting Called to Order at 10:33am**

**Welcome /Introductions**

**Review of the Fiscal Committee Work:**

1. Recommendation by Lana:
  - a. add to governors' letter ASD statistics and how it impacts EI (~in paragraph speaking to NAS). Misconception that ASD not diagnosed till later (avg diagnosis at 4.4yrs., who could benefit from EI services). ASD is on the rise unlike many other disabilities and need to have more funding to support increase.
  - b. We do all serve all other children with diagnosis however, with the exponential increase in ASD over the years funding has not.
  - c. responsibility of having to respond to every referral. Re-state.
  - d. Increase font size
2. Sharon: Mail all documents to board on Tuesday with attachments and letters for review.
3. Lana: advised attendees to take a moment and read AHCCCS Letter.
4. Lana: AHCCCS letter is wonderful, thoughtful...
  - a. Recommendation: add more to statement with DSI reimbursement by AHCCCS
  - b. Teams knowledge of child's development, qualifications of DSI and how they contribute to team/child. DSI's experts in child development, have Bachelors/master's in child development.

- c. Chris: Collaboration between AHCCCS and AzEIP to ensure DSI providers document to standards of medical necessity. Prior authorizations enhance documentation with providers to reduce denials. Provider alignment to account medical and education components.
- d. Lana: bring conversation of holistic approach and teaming into DSI.
- e. Chris: can you clarify DSI roles?
  - i. Dana: DSI part of core team, bachelors/master's in child development they are considered experts of child development (all areas). Role on team capitalizing on natural learning opportunities, supporting environment to support growth and development
  - ii. Chris: The types of services that are provided by DSI ensure any intervention (developmental or behavior) offered to the child and family are developmentally appropriate and account for the frequency, duration, and setting that will best meet the child's outcomes. Intervening early allows engagement in physical health services and social emotional development. A DSI not only impacts the child's development but also the caregivers understanding of child development and social emotional growth.
  - iii. Suzy: place on page 3. Instructors is a required team member
  - iv. Chris: This holistic approach includes integrated health perspective
- 5. Chris: Are attachments up for review?
  - a. Dana: flow chart allowed support to develop letter, however, will not be an attachment.
- 6. Proposed edits will be sent to Dana, for her to make changes

### **Transition Committee Work Plan**

- 1. Goals and survey review
- 2. Stephanie: met with Office for Special Education Programs for site visit on Monday and discussed transition. Identified that survey was needed to assess the type of needs staff need surrounding transition activities.
- 3. Lana:
  - a. Page numbers (1 of 3), please add these to your plan
  - b. Page 2 communication plan:
    - i. Who is the survey going to? Take community partners out, define early intervention providers (anyone providing part c services including Service Coordinators').
      - 1. All current early intervention providers
        - a. EI Leaders (DDD, ASDB, Contractors) and will pass onto staff
  - c. Survey: add service providing agency check box to survey identifying what agency work for? ASDB, DDD, TBEIS Contractor (i.e. rise, dynamite,)

- d. Too long of survey? Would be helpful to State in email that survey is 5min. it will improve your experience and knowledge in transition.
- 4. Suzy:
  - a. #4: can add 'I don't know' button and state 'please explain' remove 'if yes'
  - b. #8: did you receive training on transition and then add if yes? Where?
- 5. Jenee:
  - a. #11: please list three emotions (you perceive) families experience during the transition process
- 6. Stephanie: transition is born from noncompliance and leaders need to know the why of survey and committee. Improve transition outcomes...as a state we are not meeting state mandates we are taxed.  
We will make changes this afternoon and send out to the ICC council next week.
- Move 2<sup>nd</sup> agenda item to June meeting "Succession Planning for Next Council Chair and Council Development Committee Objectives"
- Agenda for next meeting
  - Transition and Fiscal Vote/quorum
  - AzEIP Updates
    - SSIP
    - PPT Initiatives
  - Educational/Guest Speaker: Tara Sundem on NAS babies or have her scheduled for another upcoming meeting? Or have member updates on current initiatives
  - Parent story: Lana → met through ASD news story, Rachel Crawford.
  - Executive Committee: propose to board standing agenda item for member updates (community/agency)

#### **ICCC By Law review:**

- Have 3 members review

#### **AzEIP Updates**

- Submitted SSIP on 4/1, will be submitting grant application, completed OSEP Site Visit. One of four states. 3-day site visit regarding Transition and fiscal compliance.
- OSEP praised work done by ICC. OSEP asked if ICC chair/committee present at national conference?

#### **Adjournment of Executive Meeting at 12:30pm**

Next Meeting Friday June 14<sup>th</sup>, 2019 10:30am-12noon