



Interagency Coordinating Council (ICC) for Infants and Toddlers

Fiscal Committee Meeting Minutes - DRAFT

Virtual Meeting

Thursday, April 16, 2026

10:00 am - 11:30 am

The role of the ICC is to advise, assist, and advocate for the Arizona Early Intervention Program and its partnering agencies to administer, promote, coordinate, and improve early intervention for families and professionals

Mission:

The ICC Fiscal Committee is dedicated to assisting and advising the Arizona Early Intervention Program (DES/AzEIP) to assure their financial sustainability by developing short- and long-term fiscal goals. We partner with the Executive and Legislative branches to advocate for AzEIP. We accomplish this by assisting and advising DES/AzEIP focusing on:

- Fostering Awareness (i.e., educate, lobby, etc.)
- Identifying Funding Opportunities (i.e., additional opportunities, rate rebase surveys, etc.)
- Engaging Stakeholders (i.e., families on ICC, etc.)

Attendance

Members

Amber Neubauer, Chair (Present)
Leo Huppert, Vice Chair (Absent)
Dana Hutchings (Present)
Lauren Encinas (Present)

Peggy Peixoto (Absent)
Gini Britton (Present)
Christina Quast (Absent)

Staff (AzEIP)

Lisa Casteel (Present)
Jeremiah Hale (Present)
Lisa Vallee (Present)

Amanda Honeywood (Present)
Brittany Page (Present)
Dayna Karnick Hultgren (Present)

Public

Alicia Amundson (present)

Minutes

1. Call to Order - 9:04am
2. Read Public Member Notice
3. Minute Approval from Previous Meeting - 01.13.26
 - a. Lauren Encinas motioned to approve, Dana Hutchings second the motion, all voted in favor; minutes approved
4. Discussion Items/Topics
 - a. Strategic Plan Review
 - i. The group discussed next steps for their strategic plan, acknowledging limited progress due to missing documents and budget uncertainty, and shifted focus toward identifying actionable projects. A key idea was developing short, user-friendly videos to help both service coordinators and families better understand processes like insurance consent, with emphasis on clear, concise, and plain-language messaging. It was agreed that the committee could support this effort by drafting scripts as a first step, which could later be developed into videos by AzEIP. Members also reviewed past ideas, noted that some resources had already been updated, and expressed a desire to focus on practical tools where their support is most needed.
 - b. Discuss Ideas for Projects
 - i. Amber shared that the committee is feeling a bit stuck in identifying clear projects, especially given current budget uncertainties and the need for executive approval. While the video idea offers a helpful starting point, the group recognized they could benefit from additional direction and may look to the executive committee for guidance on where support is most needed. With no further ideas at the moment, they chose to move on to the next agenda item.
 - c. Budget Request - ICC Administrative and Family Participant Support Costs
 - i. The group revisited the family participation reimbursement proposal and discussed next steps for moving it forward. Jeremiah noted that AzEIP has reviewed the updated proposal and that the remaining work involves developing clear processes, including application materials, guidelines, award limits, and expectations for participants. Amber suggested reconnecting with the family engagement committee to clarify responsibilities and determine who should lead different parts of the process, with support from Brittany to facilitate those connections. Jeremiah also emphasized the importance of aligning this effort with a broader ICC budget plan, noting that funding decisions should be considered within overall priorities and upcoming fiscal planning. The group agreed to continue refining the proposal and revisit budget discussions with other committees.
5. Action/Follow-up
 - a. The group reviewed action items and confirmed next steps moving forward. Amber will meet with the family engagement committee to coordinate responsibilities and will bring forward additional project ideas to the executive committee. The group also agreed to begin drafting a document for the video script and share it with the broader committee for input.
 - b. Public Comment
 - c. Alicia Amundson: thank you all for letting me listen in and join. It's been a long time since I've attended this meeting in any capacity. and I just want to as a public comment say that I appreciate that the grant application is out right now, but it's only a part of the picture and it would be really helpful if we could have the full budget picture for this committee to really advise and assist the AzEIP office with making sure that everything is flowing efficiently and we're able to meet the needs in our state.
6. Schedule Next Meeting 08.13.2026
7. Adjourn 9:36AM

Pursuant to Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA) and other nondiscrimination laws and authorities, ADES does not discriminate on the basis of race, color, national origin, sex, age, or disability. Persons that require a reasonable modification based on language or disability should submit a request as early as possible to ensure the State has an opportunity to address the modification.