



Interagency Coordinating Council (ICC) for Infants and Toddlers

Family Engagement Committee Minutes

April 18, 2024 9:30 a.m. - 11:00 a.m. (virtual meeting)

Attendance

Members

Sandra Caudillo (present)
Alissa Eromae (absent)
Robin Hale (present)
Pv Jantz (present)
Sonia Samaniego (present)
Laurie Shook (present)
Neil Tift (absent)

AzEIP Staff

Jerrilene Antone Morton (present)
Tanya Goitia (present)
Amanda Honeywood (present)

General Public

Alison Lucas (present)

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The Interagency Coordinating Council may hear items on the agenda out of order. The Council may discuss, consider, act, or solicit public comment regarding a matter any time on the agenda. **This agenda is subject to amendment up to 24 hours before the meeting.**

Minutes

1. Call to Order
 - Called to order by Laurie Shook at 9:33am
2. Welcome and Introductions
3. Read Public Member Notice
4. Minute Approval from November 16, 2023, January 18, 2024, and March 21, 2024 Meetings
 - Sonia motioned to approve the minutes from November 16, 2023
 - Robin seconded the motion to approve the minutes from November 16, 2023
 - Robin, Pv, Sonia, and Laurie approved the minutes from November 16, 2023
 - Robin motioned to approve the minutes from January 18, 2024 and March 21, 2024
 - Sonia seconded the motions to approve the minutes from January 18, 2024 and March 21, 2024
 - Robin, Pv, Sonia, and Laurie approved the minutes from January 18, 2024 and March 21, 2024
5. Discussion Items/topics
 - Collaborating with ICC Fiscal Committee
 - ICC Fiscal Committee is exploring the possibility of offering compensation for families to participate in ICC and/or subcommittees
 - As Family Engagement Committee would be helpful to develop guidelines to ensure we are including families:
 1. From different backgrounds (including non-English speaking) and socio-economic statuses
 2. Of children with different diagnoses (medically involved, autism, DDD, AzEIP-only, ASDB eligible)
 3. With children birth-six years old who are currently or have previously used AzEIP
 - Encourage families to come and share their story with ICC as a good starting point so the family could see the ICC and decide if they would like to move forward
 - Want to emphasize that family voice matters and families will be heard
 - Discussed the possibility of recording a family and sharing the recording at the ICC meeting if a family is not comfortable presenting
 - Community feedback
 - Families have shared that they are not getting referrals to DDD

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- New Referral Cover Sheet to DDD has been shared with the field and now every referral should be accounted for
 - Concern that AzEIP as a state program needs to do a better and more consistent job campaigning about AzEIP and providing information on what AzEIP is
 - AzEIP needs a public marketing campaign (ad on TV/radio, billboards, etc.)
 - RSK discusses AzEIP every time they talk to a family
 - A lot if individual agencies, doctor's offices, etc. tell people about AzEIP, but AzEIP is not telling people about AzEIP
- Family story
 - Preparation for family story presentations:
 1. Laurie (or someone else on the Committee whom the family knows) reaches out to families to let them know what to expect prior to the ICC meeting
 2. PowerPoint presentations need to be submitted ahead of time (preferably 2 weeks prior to the ICC Meeting)
 3. Laurie (or someone else on the Committee whom the family knows) checks in with the family 1-2 weeks before the ICC Meeting with any reminders and ensures the family has the link to join the meeting and AzEIP has the link to the family's PPT
 - Translation of the Family Story Google Form to Spanish
 1. Sonia will translate the Family Story Google Form
 2. Sonia will be the contact for Spanish-speaking families
 - Committee members will each identify a family for a future Family Story presentation
- Facebook Guidelines
 - Table until next meeting
- Rack Cards for ICC and AzEIP
 - Table until next meeting
- Chair and Co-chair
 - If interested in being co-chair please email Tanya (tgoitia@azdes.gov) and Laurie (lauries@raisingspecialkids.org)
 - Nominations will be discussed at next meeting
- Develop next meeting agenda
 - Call to Order

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- Welcome and Introductions
 - Read Public Member Notice
 - Minute Approval
 - Discussion item/topics
 1. Chair/Co-chair
 2. Community feedback
 3. Family story
 4. Facebook Guidelines- review and update
 5. Rack Card for AzEIP/ICC
 - Action/follow up
 - Public Comment
 - Adjourn
6. Action/follow up
 - Links to the Family Story Google Form and the Release of Information Form will be sent to the Family Engagement Committee members
 - A copy of the Family Story Google Form will be created and Sonia will be given collaborator access to to translate it to Spanish
 - Committee members will each identify a family for a future Family Story presentation
 7. Public Comment
 - Alison provided a written comment in the chat: I want to make sure we do a better job of highlighting AzEIP on the ADHS Children and Youth with Special Health Care Needs Program webpages
 8. Adjourn
 - Meeting adjourned by Laurie at 11:03am

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