



Interagency Coordinating Council (ICC) for Infants and Toddlers

Fiscal Committee Meeting Minutes - Approved 8/7/25

Virtual Meeting

Thursday, May 08, 2025

10:00 am - 11:30 am

Attendance

Members

Amber Neubauer, Chair (Present)
Leo Huppert, Vice Chair (Present)
Dana Hutchings, ICC Member (Present)
Kelly Lalan, ICC Member (Absent)
Sylvia Acosta (Absent)
Lauren Encinas (Present)

Kristin Mancuso (Absent)
Peggy Peixoto (Present)
Cristina Renteria (Present)
Jenee Sisroy (Present)
Gini Britton (Present)
Christina Quast (Absent)

Staff (AzEIP)

Lisa Casteel (Present)
Jeremiah Hale (Present)

Dayna Karnick-Hultgren (Present)
Amanda Honeywood (Present)

Public

None

Minutes

1. Call to Order
 - a. The meeting was called to order at 10:07 a.m.
2. Read Public Member Notice
 - a. The Public Member Notice was read by committee chair, Amber Neubauer.
3. Minute Approval from March 13, 2025 Meeting
 - a. Leo moved that the minutes from the March 13, 2025, meeting be approved. Amber seconded the motion. Amber, Peggy, Gini, Cristina, Leo, Dana, Jenee all voted in favor. None opposed. The minutes were approved.
4. Discussion Items/Topics
 - a. Goals and Strategic Planning
 - i. Leo Huppert reviewed the group's ranked strengths, weaknesses, and opportunities, then led a discussion on whether to focus efforts on pursuing grants or exploring TANF

funds for developmental services. Due to concerns about the instability of grant funding, the group leaned toward investigating TANF funds. Action items include Leo and Amber beginning research into how other states use TANF for early intervention, using the IKA TA Center's 2023 finance survey as a starting point; Jenee will share the survey link; and Jeremiah will explore internal agency contacts to better understand TANF allocation. Leo will also upload related documents to a shared drive and coordinate next steps.

- b. Budget Request- ICC Administrative and Family Participant Support Costs (update)
 - i. Amber attended Executive - did not have quorum so will be presented again at ICC General on May 22nd. AzEIP has follow up questions, currently on hold.
 - c. Service Coordination Reimbursement
 - i. Amber Neubauer and Dana Hutchings reported that their service coordination reimbursement workgroup will reconvene on May 19 to continue discussions. They agreed to shift focus from revising the existing SC reimbursement proposal—believed to be in ASIP's hands—to developing a new, separate proposal addressing reimbursement for child find activities. Action items include drafting a new document outlining child find costs, collecting data on varying SC roles and expenses across agencies, and considering a supplementary document to the original SC proposal to capture any overlooked costs. Amber will also follow up on a potential partnership with First Things First for child find support.
 - d. Budget Transparency
 - i. DES/AzEIP Update and Possible Impacts
 - ii. The group discussed budget transparency, noting that recent concerns with the DDD budget appear resolved for now, but they will continue monitoring the Department of Education at the federal level. Dana raised a technical issue with the 837 billing upload when a child transitions from DDD to long-term care—an error that affects all ASIP agencies and prevents proper billing. Patrick and APAD are aware, but ICC support may be needed to escalate the issue. Action items include tracking this billing code issue, noting its broader impact, and continuing efforts to educate new legislators on recurring funding gaps to prevent similar issues in future fiscal years.
 - e. Arizona Early Intervention Program (AzEIP) Fiscal Responsibility and Timely Reimbursement
 - i. The group addressed the TPL remainder reimbursement issue, with Lisa confirming that ASIP has completed its part, including a data fix and automatic reversals, though providers may still need to take additional steps outlined in the monthly fiscal meeting slides. Action items include reviewing those slides, completing any remaining provider-side steps, and contacting the ASIP invoices email for support if needed.
 - f. Parking Lot Items
 - i. AzEIP Eligibility Changes Subcommittee
 - 1. No updates
 - ii. Professional Development Opportunities
 - 1. This will be rolled into the Strategic Planning and subsequent workgroups.
 - iii. Arizona Health Care Cost Containment System (AHCCCS) issues.
5. Action/Follow-up
- a. Leo and Amber will look at other states for TANF funds and how they are utilizing those to compile everything in the chat transcript to get the priorities together.
 - b. Dana and Amber will switch to Child Find and billing meet to start working on the SC Billing Proposal document.
6. Public Comment
- a. Cristina Renteria and others raised concerns about decreased referrals and family engagement due to fear, distrust, and lack of mental health support, especially in underserved communities.

The group agreed on the importance of addressing infant and toddler mental health within ASIP, exploring partnerships with programs like Triple P, and considering additional training for providers. Action items include continuing trauma-informed training, exploring funding sources (such as child abuse prevention grants), and elevating this topic to the full ICC for broader discussion and potential integration of infant mental health consultation into early intervention services.

7. Schedule Next Meeting

- a. The next meeting will be August 7, 2025 10:00am - 11:00 am.

8. Adjourn

- a. The meeting was adjourned at 11:02 am.

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