

**ICC Executive  
Committee Meeting  
Minutes**  
Friday August 9, 2019  
10:30am -12:30pm

**Members Present**

Stephanie Collier  
Sonia Samaniego-phone  
Susie Perry-  
Lana Graber  
Chris Keck-Absent  
Katie Murdoch-  
Dana Hutchings- Absent  
Sarah Green- Absent

**Staff Present**

Alicia Amundson  
Sharon Pierson  
Ashley Boruff

**Members of the Public Present**

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Chair Lana Graber Called the meeting to order at 10:40am

**Committee Updates**

1. Transition Committee: Chair Stephanie Collier presented data of survey. Survey sent out to approximately 700 people, 150 responses with 15 respondents agreeing to participating in a focus group for further development of the data. Focus of the committee is on the state's non-compliance issues around transition, and what recommendations can be made to support this. The committee developed an action plan and will continue its process during the next meeting Friday August 16<sup>th</sup>. As a part of the process, we will look at the current documents used for the transition process; flow chart, AzEIP's policies and procedures, and the IFSP page to determine how best to support the field. We will look at what and who is already doing some work around transition in other state agencies such as ADE, FTF etc. and leverage this work in our

recommendations. We will review Part B to see what is going well in school districts.

2. Fiscal Committee: Alicia Amundson, AzEIP gave a brief update for Chair Dana Hutchings. Based on the previous work of the fiscal committee, letters were sent to AHCCCS and the Governors Office of Budget and Strategic Planning. AHCCCS reached out to Dana and asked to meet with the fiscal committee. The first meeting was rescheduled to 10/1/19. The fiscal committee has created talking points to assist in this meeting with the AHCCCS director.
3. Family Survey Committee: Alicia Amundson, AzEIP gave a brief update for Sarah Greene. The committee had a phone call with national technical assistance expert, on family outcomes of community practices and engagement. They discussed family engagement, methodology, business agreements and recommendations to move forward. Committee will look at piloting a region with electronic family survey to determine quality, security and meeting objectives.

### **ICC Updates**

1. Review the DRAFT ICC brochure  
Executive members will send Sharon any changes or suggestions
2. Supporting Diverse groups served by AzEIP- Sonia Samaniego asked about how to support her targeted families, suggestions were discussed and given.
3. By Laws- recommend sending out with the agenda for the August 16<sup>th</sup> meeting so approval can be made
4. Nomination Process: After much discussion, Sharon will update form for sending with the agenda for the August 16<sup>th</sup> meeting.
5. Expiring Commission Letter- Reviewed and recommended to move forward
6. Proposed dates for 2020- Katie asked that we ask if other dates are available other than Fridays
7. Reimbursement Policy for Qualified council members: reviewed and recommended to move forward

### **AzEIP Updates**

AzEIP Staff Reviewed the following:

1. Office of Special Education Program (OSEP) Conference, potential changes in reports. Determinations feedback sessions: OSEP changes

in how states will be assessed for performance, Jenee sent out an email to stakeholders to provide feedback to OSEP or send to the AzEIP office if they are interested.

2. Recruitment and Retention-listening session-Lana provided great feedback for our state
3. Central referral RFP
4. 5 State Agency IGA process- collaboration among agencies in the Early Childhood system ensuring that all areas of concern are targeted and Educational Topics and Agenda items for Friday August 16<sup>th</sup> council were discussed, and an agenda will be sent out, posted prior to the meeting.

Meeting Adjourned at 12.35pm