

**ICC Executive
Transition Committee
Meeting Minutes**
Friday August 16th, 2019
9am-11am

Members Present

Stephanie Collier
Sonia Samaniego
Susie Perry
Chris Keck
Katie Murdoch
Kate Dobler
Kristy Thornton
Caroline Oglesby
Alexandria Oropreza

Staff Present

Sharon Pierson
Ashley Boruff
Lisa Monreal

Members of the Public Present

Ashley Dalton ADE
Mary Rimron AzAD
Astrid Goodstein AzAD
Linda Bove AzAD

Chair Stephanie Collier called the meeting to order at 9:15am. Chair Stephanie reviewed the previous meetings activities, review of survey data, development of an action plan template and recommendations for the ICC Council

Suzie Perry lead a facilitated discussion on our action planning as follows:

If we are Successful/Victory

- Four Compliance Indicators of transition will be at 100%
- Resources, knowledge and practices to support Families who don't qualify for Part B

Strengths

- The committee has many diverse organizations represented
- Diverse geographic urban/rural

Weaknesses

- Don't know what other know
- Don't know requirements/eligibility of getting services
- Perspective is very different
- Accessible data, shared
- Working in Silos

- Limited meeting/collaboration time
- Funding
- Intrinsic knowledge
- Leadership changes
- Lack of awareness by families

Dangers of Succeeding

- Preschool “overwhelmed” by numbers
- Impact on Budget of school districts
- Do providers have numbers of staff to process transition at “100%”
- Can we serve the potential numbers if “child find” were 100%?
- Family frustrated with overwhelmed process may mean no services
- Lack of collaboration-lose parent buy-in

Benefits of Pursuing this goal

- Collaboration and communication between all partners
- Comprehensive data on needs and families in state and capacity of organization
- Children get services
- Family supported: understand process and resources(compliance)
- Keep Feds Happy
- More money
- Increase Morale
- Increase recruitment

Commitments (from the committee members)

- Coming to every meeting (phone, web, in person)
 - If regular planned meetings, would be helpful
- Contributing ideas, resources
- Resolve to pursue the recommendations of ICC Board
- To bring this work to others and to the committee
- To ensure that there are multiple options provided/offered to families
- Mapping and sharing regional needs perspectives

What specific actions we need to take to move toward our commitment and our intent toward “victory.”

- Convene focus groups of interested respondents
- Print materials to support
 - Pair S/C with other successful practitioners
- Talking points to providers, schools, community partners
- Talking points for school districts
- Schools, HS guidance @ responsibilities and compliance
- Add partner organization to forms used in the field
 - ACES Summit for collaboration opportunity
- Talk with TA to see what other states do
- Develop models of success
- Bring together practitioners
- Guidelines & regulations to reach goal responsibilities
- Using technology to communicate (email, app, etc.)
- Look for nuggets of successful performance

Resolve (Surprises/Hesitations/What's important/Breakthrough?)

- To make recommendations by November 2019 will give us time to clarify and yet act on the work in a timely manner
- OSEP very impressed by our work
- Balance between tech & adapt methods =success

Topic	Key Action	Resources	Coordinator	Time frame
Convene the focus groups of interested respondents	<ul style="list-style-type: none"> • Define Questions • Define who, where, when • Define what we want to know 	<ul style="list-style-type: none"> • Survey Results 	<ul style="list-style-type: none"> • Sonia, Stephanie, and Kate 	
Talk to national TA center on what other states do	<ul style="list-style-type: none"> • Provide background and goal • Which state could we connect with • What are the questions we want to ask TA and other states 	<ul style="list-style-type: none"> • National TA Center • Current transition data in AZ 	<ul style="list-style-type: none"> • Ashley 	
Look at other school districts who are doing it well	<ul style="list-style-type: none"> • What are the components & process contributing to their success • Identify individual who we need to talk with 	<ul style="list-style-type: none"> • Interview questions (Suzy) • 	<ul style="list-style-type: none"> • Suzy • Ashley 	
ECSE Summit (Jan 2020)	<ul style="list-style-type: none"> • Define tracks • Define target audience and how many attendees • Cost/compensation 	<ul style="list-style-type: none"> • ADE 	<ul style="list-style-type: none"> • Sharon • Ashley • Suzy • Kristy 	

Next Transition Meeting: TBA
Adjourn 11am