Interagency Coordinating Council (ICC) for Infants and Toddlers

Development Committee Meeting Minutes

January 10, 2024 1:30 pm- 3:00 pm

Attendance

Members

Carina Brokamp
Melissa Busby (Present)
Jennifer Forschino (Present)
Dr. Olivia Lindy (Present)
Sarah Patrick Greene (Present)
Amy Munoz (Present)
Ariel Sansom (Present)

AzEIP Staff

Erica Melies (Present)
Pamela Meurer
Amanda Tipotsch (Present)
Lisa Valle

Public:

Pv Jantz
Cameo Hunsaker (Interpreting)
Ally (Interpreting)

Minutes

1. Call to Order by Sarah Patrick Greene
    - 1:36 pm

2. Welcome and Introductions
3. Sarah Patrick Greene read
    - Public Member Notice
    - Development Committee Mission Statement
4. Discussion Items/topics
    - MinuteApproval 11/14/2024
        - Motioned Ariel Sansom
        - Seconded Jennifer Forschino
        - Motion passed (Aye: Ariel, Jennifer, Olivia, Sarah, Amy, Melissa)
    - Discussion Items/topics
        - Continue working on Chair and Vice Chair role explanations
            - Reviewed previous draft and continued with edits
            - Vote on presenting to ICC
                - Motioned by: Jennifer
                - Seconded by: Amy
                - Motion passed (Aye: Jennifer, Ariel, Amy, Olivia, Sarah, Melissa)
        - Establish a Diversity Committee at next subcommittee meeting
            - Discussion of the creation of a Diversity Subcommittee to ensure
                - ICC and subcommittees are diverse
                - Cultural Competencies
            - Steps that would need to be created of a new subcommittee
                - Modification of bylaws
                - Transition Plan for new committee
                - Mission statement and goals
            - Discussion of Standing Committees and Needs
        - Discuss document storage (Onbase, AzEIP Google Shared Drive)
            - Move to next meeting
5. Action/follow up
    - Sarah will present the Chair and Vice Chair Role Explanations to Lana for next meeting.
6. Public Comment
    - PV Jantz suggested discussing with the AAG about state requirements for writing meeting minutes.
7. Confirm next meeting date/time: February 20, 2024 3:30pm-4:30pm
8. Adjourn by Sarah Patrick Greene
    - 3:00pm

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to amendment up to 24 hours before the meeting.