



Interagency Coordinating Council (ICC) for Infants and Toddlers

Family Engagement Committee Meeting Minutes - Approved 02.19.26

Virtual Meeting

January 15, 2026

8:30am - 10:00am

The role of the ICC is to advise, assist, and advocate for the Arizona Early Intervention Program and its partnering agencies to administer, promote, coordinate, and improve early intervention for families and professionals.

Mission Statement:

To support AzEIP in creating a partnership with families to work together to improve services in early childhood programs, engage families in advocacy, and bridge the gap in parent involvement by encouraging authentic feedback, providing opportunities for collaboration, & helping families feel comfortable to share their voice, all to better our state services for young children.

Attendance

Members

Sandra Caudillo (present)
Alissa Eromae (present)
Robin Hale (absent)
Alison Lucas (absent)

Dani Merrill (present)
Sonia Samaniego (present)
Laurie Shook (absent)
Marisol Vazquez (present)

Staff (AzEIP)

Lisa Vallee (present)
Tanya Goitia (absent)
Amanda Honeywood (present)

Brittany Page (present)

Public

None

Minutes

1. Call to Order: meeting called to order by Alissa Eromae at 9:36am
2. Alissa Read Public Member Notice
3. Minute Approval from November 13, 2025 Family Engagement Committee Meeting

- a. Sandra Caudillo motions to approve the minutes, Dani Merrill seconded the motion. All members present voted Aye to approve the minutes.

4. Discussion Items/Topics

i. Frequency of meetings

- 1. The committee discussed whether to move meetings from a monthly to a quarterly schedule. Several members expressed concern that meeting quarterly would significantly slow progress on ongoing projects and outreach efforts, and felt that monthly meetings allow for better continuity—even if meetings end early when there is less to discuss. While some members were open to either option depending on workload, the general consensus favored maintaining the current monthly schedule. A motion was made by Sandra Makrias, Dani Merrill seconded, and all members present voted Aye, in favor of continuing monthly meetings.

ii. Facebook Posts

- 1. The group discussed that Facebook posting has stalled since December due to access while Laurie Shook has been out on leave. Sandra Caudillo previously had posting access but lost it after issues with her personal Facebook account, and no one else currently has admin access, creating a lack of backup. The agreed next step is for Alissa to email Laurie (including AzEIP Administrative support) to troubleshoot access, clarify who holds admin rights, and request expanding access to at least two people. Once access is restored, Alissa and Sandra are willing to share posting responsibilities, possibly using a scheduling calendar. The group reaffirmed that appropriate content includes free or affordable family events, early childhood resources, informational posts (e.g., WIC, services), and parenting or educational ideas, with committee members encouraged to send relevant content to support regular posting.

iii. Community Feedback

- 1. Community feedback highlighted ongoing concerns that families are reporting they wish they knew about the program sooner and are often unaware of other resources like First Things First and Family Resource Centers. It was mentioned that even professionals are unaware of programs like AZEIP and First Things First. Members emphasized inconsistent referrals from pediatricians and limited awareness across healthcare providers and home-visiting programs, noting a need for stronger, ongoing outreach to both families and professionals. Several existing tools were shared, including Early Intervention and Developmental Disabilities Resources presentation targeting healthcare professionals, developmental screening toolkits, and family resource guides (with a noted gap in Spanish availability). The group also noted recent community concern about major changes at the Arizona State School for the Deaf and Blind in Tucson, having to close a location.

iv. Family Story -

- 1. Dani Merrill confirmed that a family story is in progress for the March 19 ICC meeting.

v. Application Process

- 1. The group discussed the application process for committee membership, clarifying that all current members who wish to continue need to submit a new application to update subcommittee rosters. Brittany had previously emailed the application link and agreed to resend it and post it in the chat, as some members

did not receive it. This step will help confirm who is continuing and ensure accurate, up-to-date membership information moving forward.

vi. Review Mission Statement

1. The group discussed reviewing and updating the committee's mission statement, as requested at the last general council meeting, to ensure it is current, clear, and family-friendly. Members agreed the original version felt lengthy and included professional jargon, and they worked collaboratively to simplify the language, favoring more accessible terms like "elevate" over "amplify" and reducing redundancy. A shorter, clearer draft emerged focusing on elevating family voices, bringing families and professionals together, and strengthening early childhood services across Arizona. The group agreed to pause final decisions and revisit the revised mission statement at the next meeting so Laurie Shook can provide input before finalizing.

b. Action/Follow-up

- i. For action and follow-up items, the group confirmed that Alissa will email Laurie and the committee about resolving Facebook access and posting roles, and the mission statement will be revisited at next month's meeting for further discussion and input. In addition, work will continue on securing the family story for the upcoming ICC meeting, with Dani leading that effort.

c. Public Comment - none

d. Adjourn at 9:47am

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