



# INTERAGENCY COORDINATING COUNCIL (ICC)

## FOR INFANTS AND TODDLERS

### Transition Committee Agenda

Friday, January 21, 2022 9:00 AM-11:00 AM

Video call link: <https://meet.google.com/ogk-vxbe-ogx>

Or dial: (US) +1 234-755-2370 PIN: 627 576 326#

More phone numbers: <https://tel.meet/ogk-vxbe-ogx?pin=5370608544610>

#### Members (ICC Governor Appointees)

Stephanie Collier, Chair/Head Start  
Suzanne Perry, ADE

Kendra Benedict, ASDB

Sonia Samaniego, ACDHH (Not present)

#### Members (Subcommittee Appointees)

Alexandra Oropeza, Courts  
Lorena (Lori) Reyna, DDD  
Crystal Ghica, Provider  
Dr. Leslie Paulus, AHCCCS Health Plan

Sandra Makrias, Catholic Charities

Sue Damiata, Pinal County

Jaymie Jacobs, First Things First

Kristy Thornton, Provider

#### Staff (AzEIP)

Annie Converse, Data Manager

Tanya Goitia, Continuous Quality Improvement Coordinator

1. Call to Order
  - a. Introductions and welcome to new members!
    - i. Present: Stephanie Collier, Suzanne Perry, Sue Damiata, Alexandra Oropeza, Crystal Ghica, Jaymie Jacobs, Kendra Benedict, Kristy Thornton, Lori Reyna, Sandra Makrias, Dr. Paulus, Annie Converse, Tanya Goitia
2. Read Public Member Notice
3. Minute approval from previous meeting
  - a. Minutes from 11/19/2021 Motioned: Crystal Ghica, Seconded: Kristy Thornton, Minutes unanimously approved
  - b. Minutes from 8/20/2021 Motioned: Suzanne Perry, Seconded: Alexandra Oropeza, Abstained: Dr. Paulus, Jaymie Jacobs, Sandra Makrias, Minutes approved
  - c. Dr. Paulus and Jaymie Jacobs, Sandra Makrias abstained
4. Discussion items/topics
  - a. Mission Statement: Reviewed mission statement drafted based on previous discussions with this committee.
    - i. Brief Discussion, revisions made
    - ii. Committee voted to adopt mission statement
      1. Motioned: Suzy Perry; Seconded: Alexandra Oropeza, Unanimously approved.

Transition Committee Mission Statement: The committee is committed to assisting the Arizona Early Intervention Program (AzEIP) in reaching and maintaining 100% compliance with the timely and high quality transition of all children out of Part C services (early intervention) to Part B preschool and/or other community services, by providing support, guidance, and feedback on policies and procedures.

- b. AzEIP office updates
  - i. Transition Overview Video is being updated based on stakeholder feedback
  - ii. Transition brochure is live: PBS shared it, Crystal received positive feedback from a service coordinator who reports that it helps so much to clarify the process.
  - iii. Transition Dashboard Updates: AzEIP Data Manager will be working on creating data visualization which can help support the committee. Some of the data correlates with Part B data but the data are from different cohorts and time periods. Crystal stated that it would be helpful to have reports and alerts in I-TEAMS database to be more user friendly and simplified.
- c. Updates from previous workgroup sessions
  - i. Neither group was able to meet, will need a lead while Chantelle is out to help schedule meetings, AzEIP can look for an AzEIP staff member to help support
- d. Held breakout meetings for workgroups
  - 1. Quality Practices workgroup
    - a. Review recommended practices documents. The group reviewed some resources from Division of Early Childhood and Early Childhood Technical Assistance materials and video from Michigan. The group will take notes on the materials they liked and use the DEC Transition practices to help develop job aides for service coordinators. The workgroup is struggling to identify a back-up for Chantelle.
  - ii. Program Compliance workgroup
    - 1. Review existing data-The group will take a deeper dive into previously collected survey data, look at Part B data, and those programs that were noncompliant. The group will review the existing data to determine whether or not another survey is needed.
    - 2. The group will review the existing data at next meeting to determine whether or not another survey is needed.
- 5. Public comment: No public Comments
- 6. Schedule next meeting Workgroups should plan another meeting before next committee meeting. Next meeting of committee on 4/15/22 from 9:00-11:00am
- 7. Adjourn 10:58am