



Interagency Coordinating Council (ICC) for Infants and Toddlers

ICC Executive Committee Meeting Minutes

Friday, October 20, 2023 · 10:30am – 12:00pm

Virtual Meeting

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

Attendance

ICC Council Member

Stephanie Collier - Present

Lana Graber - Present

Kelly Lalan - Present

Charlene May - Present

Amber Neubauer - Present

AzEIP

Amanda Tipotsch - Present

Lisa Vallee - Present

Kellie Verdicchio - Present

Anissa Albert - Present

Jerrilene Antone Morton - Present

Ena Binns - Present

Lisa Casteel - Present

Karylann (Annie) Converse -Present

Suzanne Perry - Present

Laurie Shook - Present

Sonia Samaniego - Absent

Dana Hutchings - Absent

Sarah Patrick Greene - Absent

Chantelle Curtis - Present

Tanya Goitia - Present

Jeremiah Hale - Present

Amanda Honeywood - Present

Erica Melies - Present

Pamela Meurer - Present

Lidia Gonzalez - Absent

DISCUSSION TOPICS / PRESENTATION(S)

- Call Meeting to Order (Lana Graber, ICC Chair) 10:36am
- Read Public Participation Guidance
- Approval of Minutes from August 18, 2023 Meeting (Lana Graber, ICC Chair)
 - Motion - Laurie Shook

- Second - Charlene May
- Laurie Shook - Aye
- Suzanne Perry - Aye
- Lana Graber - Aye
- Amber Neubauer - Aye
- Charlene May - Aye
- Stephanie Collier - Aye
- Committee Updates (brief/any need for Executive guidance/support)
 - Executive Committee will help the other Committees that need guidance
 - Transition Committee (Stephanie Collier / Chantelle Curtis)
 - No guidance needed
 - Fiscal Committee (Amber Neubauer/Lisa Casteel/Jeremiah Hale)
 - There is a meeting on November 9, 2023. If any support is needed, they will reach out to the Executive Committee
 - Family Engagement Committee (Laurie Shook Interim Chair) /Tanya Goitia/Annie Converse)
 - Possibly highlight members on the ICC Facebook page (<https://www.facebook.com/azearlychildhoodICC>). Please send over a picture and bio for the page. The Committee would like to highlight one person a week. Please contact Laurie Shook with information (lauries@raisingspecialkids.org). ICC Facebook Content Suggestions: iccsocialmedia@azdes.gov
 - Development Committee (Sarah Greene/Erica Melies)
 - Working on the Subcommittee structures, chair, sub-chair, and secretary. Looking at what the AZEIP roles are
 - There is nothing in the Bylaws concerning this. Looking into guidance from other States and when they do
 - OSEP TA Assistants will give us information on what other States do. Possibly have a position where the individual is compensated
 - While we are considering how we want to proceed, we want to make sure how we are moving forward
 - There will be a discussion with AZEIP's Legal Council about role responsibilities
- AzEIP Updates (AZEIP)
 - October 6, 2023, we received Notification that we will have an onsite Differentiated Monitor system
 - The new rates went into effect on October 1, 2023. There was an introduction to alternative rates for Telehealth. We are working on an updated billing manual
 - Updates to the website, there is a section for parents receiving services <https://des.az.gov/families-receiving-azeip-services>
- ICC Updates (ICC Members)
 - Topics from Executive Committee Members as needed
 - There are two workshops where we collaborate with different agencies
 - Register for October 25, 2023, 1:00pm-3:00 pm
 - Register for October 27, 2023, 8:30am-10:30am
 - There is a summit with Part C. It is called Leaping Forward, Ensuring Children Thrive February 28, 29, and March 1, 2024. There will be keynote speakers. There is a Summit Planning Committee
- Council Meeting Agenda Items (Lana Graber, ICC Chair)
 - Educational Topic/Family Story for the next ICC meeting on November 17, 2023
 - Please have agenda items prepared

- The family story is scheduled to be presented
- There is an educational presenter who will have 30 minutes to share concerning Hunter's Syndrome
- Possible topics: Including parents in child outcome summary process? (AzEIP and ADE could present)
- Possibly have High-Risk Perinatal Program (HRPP), Smooth Way Home or Hushabye Nursery present an educational topic
- Updates (if any) on application renewals/candidates for open roles
 - Lisa Vallee sent out an email to Boards and Commissions concerning the pending applications
- Candidates to fulfill open roles/changing roles and voting at the next meeting
 - State Medicaid Agency
 - State Legislature
 - State Foster Care Representative
 - Parents (Children under age of 6 or currently participating)
 - Office of the Coordinator of Education of Homeless Children and Youth
 - Mental Health Agency
 - Agency for Health Insurance
 - Agency for Early Intervention Services (ADE)
 - Lana will reach out to current members to see if they would like to reapply. The application process is online at the Boards and Commissions website: <https://bc.azgovernor.gov/bc/form/boards-and-commissions-application>
 - Lana Graber - Received application 12/14/22
 - Suzanne Perry - Received application 4/21/23
 - Dana Hutchings - Received application 10/4/22
 - Charlene May - Received application 11/18/22
 - Sonia Samaniego - Received application 3/21/23
 - Olivia Lindly - Received application 11/4/22
 - Need three more parents on ICC (currently only have one child under the age of 12), including one parent with a child under the age of 6
 - Laurie will reach out to RSK parent leader volunteers to see if anyone is interested
 - Could target families with children in transition process
 - Ariel Sampson is believed to have applied- Lana will double check with her so she can be added to the list submitted to Boards and Commissions
 - While applications are at Boards and Commissions, encourage applicants to join one of the Subcommittees to get started
 - State Legislature position still open
 - Senator Gabaldon had previously applied-
 - Agency for EI Services
 - B&C and Bylaws have two different definitions
 - Suzie likely falls in this category
 - Medicaid- Amy Munoz
 - Lana will ask her to resubmit
 - Agency for Health Insurance (separate from Medicaid)
 - Meant for state agency responsible for state health insurance
 - Kelly Lalan participates and is currently assigned in this role by B&C but doesn't fall in this category under the bylaws
 - Kelly will reapply

- Kelly is also the Chair for Infant Toddler Mental Health- could be appointed to role for Mental Health Agency
 - Office of the Coordinator of Education of Homeless Children and Youth
 - McKinney Vento- Lisa Vallee will ask
 - Dr. Brittani Roy Director of Policy and Program Integrity Arizona Department of Education 1535 W. Jefferson St., BIN #31 Phoenix, AZ 85007 Phone: (602) 364-1985 Fax: (602) 542-3050 Email: Homeless@azed.gov
 - State Foster Care Representative
 - Billy Henderson or Rita Rodriguez
 - Parent possibility from Amber: Sandra Caudillo was just added to Family Engagement Committee, and she may be able to fill the role as parent if needed.
 - ICC Chair position will be filled by Sarah Greene
 - Will need to identify a Vice-Chair
 - Can nominate any of the Council members (including self)
 - Email Lana any nominations
- Agenda items for next Council meeting
 - Vote on Vice Chair
 - Vote on 2024 ICC Dates
 - Email agenda items to Lana at least 2 weeks in advance
- Discussion on 2024 ICC dates
 - Proposal to change meetings to a different day of the week (Wednesday or Thursday late morning or early afternoon, Thursday around 10am or between 9am-11am)
 - Create two options:
 - Schedule consistent with this past year's schedule
 - Schedule with a new day of the week
 - What if the executive meeting was one day and the general icc meeting was a day that was better for families? Or is it better to have them both on the same day?
 - Executive and general meetings do not have to be on the same day
 - Prefer for executive meeting to be a month before general meeting
- Public Comment
 - Laurie Shook: Thank you for all of your hard work this year Lana :)
- Next Executive Committee Meeting is TBD (Lana Graber, ICC Chair)
- Adjourn Meeting (Lana Graber, ICC Chair) 12:20pm

Persons with a disability may request reasonable accommodations, such as a sign language interpreter, by contacting Kellie Verdicchio at kverdicchio@azdes.gov or call 480-356-8104 or email at DDD AZEIP - DES. Requests should be made 48 hours prior to the meeting

The Interagency Coordinating Council may hear items on the agenda out of order. The Council may discuss, consider, act, or solicit public comment regarding any time on the agenda. **This agenda is subject to amendment up to 24 hours before the meeting**