

ICC Transition Committee Meeting  
Friday November 15<sup>th</sup>, 2019  
9:00am-11:00am

**Committee Members**

Stephanie Collier, City of Phoenix Head Start  
Suzie Perry, ADE  
Kate Dobler, FTF  
Sonia Samaniego, ADHS

**Committee Public Members**

Mary Rimron, Arizona Association of Deaf  
Anthony Hodges, DCS  
Kristy Thornton, Dynamite Therapy

**Staff**

Ashley Boruff, AzEIP

**Public Attending**

Lori Reyna, DDD Supervisor Tucson  
Betsy Twist, ASDB early childhood dept  
Caroline Oglesby, ACT  
Christina Davis, ASDB Deaf Mentor Program  
Kelli Cotter, Catholic Charities Head Start  
Kendra Benedict, ASDB Early Childhood Director

**Updates**

Stephanie, committee chair asked who the committee members specifically were since there were so many public members attending.

Stephanie Collier reviewed the outcome of the focus group and committee meeting last week. The proposed recommendations for AzEIP and ideas for workgroups included:

1. Develop video vignettes for service coordinators and families, and any accompanying materials (i.e. facilitator guide, mini activities, guided questions for service coordinators).
2. Revise/create written materials: flow charts, transition packet, talking points/scripts for service coordinators, expectations, roles, and responsibilities for Part C and Part B staff.
3. Create a transition trifold pamphlet for families.
4. Develop a regional resource guide and update AzEIP webpage.
5. AzEIP/ADE reestablish the Part C and Part B training and meetings.

**Discussion**

Committee members agreed that the proposed recommendations would support and enhance transition compliance and quality, and further discussed the following topics:

- Suzy: ADE is creating a process flow diagram for Part B and would like to include AzEIP. AzEIP can present at the upcoming ADE summit and can explore other upcoming opportunities.
- Kate: Need to coordinate and reach preschool coordinators and leadership, and other entities that are involved in transition (Home Visitors, daycare, disabilities council). Need to hear the parent's voice and what their experience was with transition to inform improvement activities. Suggest linking AzEIP website to the FTF regional family guides and locator as a resource. There is a need for AzEIP and ADE to participate in FTF regional council meetings.

### **Potential Next Steps**

The committee recommended two workgroups, process flow diagram and Resources. Asking for volunteers to support the work, several reported they would be interested in the process flow work and 2 people would assist with resources.

Based on previous work of the Transition Committee the following report will be given Friday November 15<sup>th</sup> to the ICC.

Report the following recommendations to ICC:

1. Develop video vignettes for service coordinators and families, and any accompanying materials
  - a. facilitator guide, mini activities, guided questions for service coordinators).
2. Revise/create written materials
  - a. flow charts, transition packet, talking points/scripts for service coordinators, expectations, roles, and responsibilities for Part C and Part B staff.
3. Create a transition trifold pamphlet for families.
4. Develop a regional resource guide and update AzEIP webpage
  - a. Create a transition tab with information and materials, one tab for families and one for staff
5. AzEIP/ADE reestablish the Part C and Part B training and meetings.

### **Public Comments**

- Caroline Oglesby: There is a need for IT tech support and enhancements to I-TEAMS, fix the glitches with data being sent to ADE. The required transition documentation needs to be reviewed. In previous years, trainings and meetings were held regional and were successful. The scripts for staff were part of the training and made available to everyone ASDB, DDD, Contractor and school.
- Kelli Cotter Catholic Charities: Need to include preschool coordinators and those working directly with families in meetings and trainings. Create a Transition Tab on the AzEIP website, one for families and one for staff.
- Lori Reyna, DDD: It would be helpful to have a tickler system with due dates.
- Ashley Boruff asked about the process for committee application process, who approves and can a public member who has been approved moved to another committee without Chair approval?

Next Transition Committee meeting Friday January 17<sup>th</sup>, 2020.