



Interagency Coordinating Council (ICC) for Infants and Toddlers

Development Committee Meeting Minutes

November 18, 2022 9:30 am -11 am

Google Meet: meet.google.com/bvw-reur-jwg

(US) +1 505-738-2279 PIN: 510 538 804#

Members

Cricket Barrientos - absent
Carina Brokamp - absent
Kristin R. Chase - present
Amy Corriveau - absent
Jennifer Forschino - present
Altagracia Gasque - absent
Lana Graber - absent
Dr. Olivia Lindy - absent
Ariel Sanson (Acting Chair) - present

General Public

None Present

AzEIP Staff

Erica Melies
Caroline Nailor Oglesby Present

Minutes

1. Call to Order by Ariel Sansom
 - 9:39 am
2. Welcome and Introductions
3. Read Public Member Notice by Ariel Sansom
 - ICC Public Member Notice needs to be updated to reflect contact person as Caroline Nailor Oglesby

4. Minute Approval

- Quorum not met
- Minute approval postponed to next meeting (5/25/22, 9/13/22, 11/18/22)

5. Discussion Items/topics

A. Revising subcommittee structures to include a Vice Chair and Secretary

- ICC Proposal for New Structure for the Committees updated
 - Chair
 - Vice Chair
 - Secretary
 - Member at Large

B. Drafting service thank you letters/certificates for ICC retirees/resignations

- Move to next meeting

C. Revising welcome letters for ICC members and subcommittee members

- Updated "Welcome Letter for ICC-Council Appointed"

D. Maintaining committee documents

- Move to next meeting

E. Establishing a Diversity Committee

- Move to next meeting

6. Action/follow up

- Finish the Updated Welcome Letter
- Continue to work on Revising sub-committee structures including Member at Large
- Drafting service thank you letters/certificates for ICC retirees/resignations
- Maintaining committee documents
- Establishing a Diversity Committee

7. Public Comment - no public

8. Confirm next meeting date/time: TBD (doodle poll sent out by AzEIP)

9. Adjourn 11:16 am by Ariel Sansom