



Interagency Coordinating Council (ICC) for Infants and Toddlers Meeting Minutes

November 18, 2022, 11:30 am - 2:00 pm

Google Meet Joining information:

Video Call Link: meet.google.com/wmj-zwwr-jqx

Or Dial: (US) (US)+1 617-675-4444

PIN: 438-004-784-1813#

Council Members

Kendra Benedict (P)
Stephanie Collier (P)
Sue Damita
Jennifer Forschino (P)
Crystal Ghica (P)
Lana Graber (P)
Sarah Greene (P)
Olivia Lindly (P)
Charlene May (P)
Brittany Miller (P)
Jaime Pack-Adair (A)
Suzanne Perry (P)
Krsity Thorton (P)
Camille Verdugo (P)

Sonia Samaniego (P)
Ariel Sansome (P)

AzEIP

Lisa Casteel (P)
Karylann Converse (P)
Chantelle Curtis (P)
Deborah Daniels (P)
Tanya Goitia (P)
Lidia Gonzales (P)
Jeremiah Hale (P)

Amanda Honeywood (P)
Erica Melies (P)
Caroline Nailor Oglesby (P)
Kellie Verdicchio (P)

Additional Attendees

Jocelyn Beard (P)
America Dagnino (P)
Alma Espinoza (P)
Candas Gingras (P)
Sherry Haskins (P)
Jennifer Kay (P)
Lindsey Marsh (P)
Lisa Miller (P)
Rachel Salley (P)
Sandy Vicars (P)
Bonnie Williams (P)

1. Call to Order and Welcome All
 - a. Lana Graber Called to order at 11:34 am
2. Public Comment Notice If you have any comments, please forward your questions or concerns to azeip@azdes.gov or type your questions in the chat box during the meeting. The meeting will be recorded to ensure we capture all content.
3. Introductions
4. Family Story (Jaime Pack Adair)
 - Lindsay Marsh discussed her family story.
5. Educational Topic (Lana Graber)
 - Suzanne Perry: Outcome of Preschool Children Related to the Environment in Which They Are Placed
 - Suzanne Perry reviewed her PowerPoint presentation.
 - Covid has affected the number of children that are attending preschool programs. There were approximately 3,217 who were referred from Part C last year. About 88% of them were determined eligible for preschool special education. Of the children that were referred to by early intervention, 99.49% of the children had an IEP. Children spend approximately 17 months in a preschool program in the state.
 - This is the PD for every month, see December for the Funding Presentation dates/registration:

<https://www.azed.gov/specialeducation/early-childhood-special-education-events>

6. ICC Updates (Lana Graber)

- Welcome New Board Members
 - Amy Nunos and Janet Veloria
- Thank you to retired Chairs/Welcome new Chair
- Dana Hutchings, Brittany Miller and Kathleen Muldoon have retired
- Approval Minutes from 8/19/22 (Vote)
- Laurie Shook approves and Sarah Greene seconds
 - Minutes have been approved
 - ❖ Sarah Greene Aye
 - ❖ Stacy Reinstein Aye
 - ❖ Brittany Miller Aye
 - ❖ Suzanne Perry Aye
 - ❖ Kendra Benedict Aye
 - ❖ Sonia Samaniego Aye
 - ❖ Sue Damiata Aye
 - ❖ Olivia Lindly Aye
 - ❖ Charlene May Aye
 - ❖ Lana Graber Aye
 - ❖ Stephanie Collier Aye

- Annual Bylaw Review discussion
 - It is in our bylaws to have a review annually. We need to identify if any changes need to be made. Lana Graber will send them out. Please send any changes to Lana that you would like to see. Lana will send the bylaws to all the council members.
- Dates announced for 2023 (Vote)
 - Options were discussed and will be voted on.
 - The Committee discussed if the meetings should be in person or virtual.
 - Voted to not meet in December, January, June, and July.
 - Laurie Shook motioned to approve and Brittany Miller seconded for ICC Council and Executive Meetings.
- Openings available on Council & Subcommittees and the process
 - Have an opening for vice chair. According to the bylaws and Federal requirements, one must be a parent member of the council.
 - Only parent members are available to fill the position of vice chair.

- Lana Graber will take nominations up to 24 hours before the next ICC meeting. We will vote on the vice chair position at the next meeting. If you are interested in the position, please contact Lana.
 - lanagraber@dynamitetherapy.com
- We are looking for additional parents for the council. We have openings for two parents. The requirements are for a parent that received Early Intervention Services who is still under the age of six or still receiving services.
- The Current openings are
 - State Legislature
 - State Foster Care Representative
 - Representative from the Office of the Coordinator of Children and Youth
 - Mental Health

7. Committee Updates (Committee Chairs)

- Each Committee to give an overview and/or mission statement of the committee public knowledge, update/discussion, and vote (if needed)
- Transition Committee (Stephanie Collier)
 - AzEIP has recently put out a transition training. It is to help teams to understand timelines. It is mandatory for all Support Coordinators to complete.
 - One of the workgroups in our meetings is working on compliance. We would like to recommend that AzEIP create videos on compliance. Also, look into setting up transition communities of practice when it comes to transition activities. The second workgroup is quality practice. The workgroup is focusing on families transitioning out of AzEIP. Working on a transition guidance script and interviews.
 - There was a question if there could be a vice chair. Does the vice chair have to be a council member? Does the vice chair need to attend the Executive Committee meeting? The Development Committee is working on these questions.
- Fiscal Committee (Discussion needed) (Amber Neubauer)
 - Amber Neubauer is the new chair of this committee. She was unable to attend today.
 - Have reached out to the AzEIP staff to see what the AzEIP needs are. The Family Guide to Funding is completed and available. There have been rate increases.
- Family Engagement Committee (Jaime Pack-Adair)

- Jaime Pack-Adair is the new chair. She was unable to attend today.
 - We have been sharing the information on the social media page. We are trying to promote the ICC.
 - Going over the Family Rights booklet.
 - Development Committee (Ariel Sanson)
 - Ariel Sanson is the temporary chairperson.
 - We are working on some guidelines to bring to the council. Discuss the positions of the chair, vice chair, and secretary.
 - Finalizing the welcome letter for ICC and subcommittee members. We are still drafting the thank you letter for ICC retirees and resignation letters. Working on ways for all the subcommittees to add continuity with their documents and drafts. Tabling the discussion on the establishment of a Diversity Committee.
8. AzEIP Updates (AzEIP Team)
- Caroline Nailor Oglesby shared a PowerPoint presentation.
 - New team members are Anissa Albert who is the Technical Assistant Specialist. Jessica Love is the new accounting specialist. Muna Hadad, the Community Relations Liaison, will resign on November 30, 2022. The job announcement will be coming out. We will have a Tribal Community Liaison in collaboration with DES Childcare Administration.
 - The Federal Fiscal year 2020 State Performance Plan and Annual Performance Report are now posted.
 - The Federal fiscal year 2021 Part C SPP/APR is now available. It is due February 1, 2022.
 - Provider rate increase has been effective since October 1, 2022.
 - AzEIP's website has been updated. You are now able to provide feedback on the website.
 - The update on the American Rescue Plan Act. We are in the final stages of drafting the Interagency Service Agreement with Arizona State University for our Equity Plan. As well as our final draft of the ISA with the University of Arizona for our professional development training.
 - For our data enhancement, our team is getting trained on OnBase.
 - We will be working with our ICC for 2023 internally. We will decide what our goals are.
 - In the Executive Meeting there was a request on how we can utilize the ICC budget. Please bring any ideas to the subcommittees.

- CSPD's pre-service group is working on getting a community of practice started for hiring faculty. They have been able to implement a series of Extension for Community Healthcare Outcomes (ECHO) sessions. We would like to have providers and people working in the field join.
 - <https://chs.asu.edu/project-echo/join/institute-higher-education-pre-service-faculty>
- The Recruitment and Retention group received the survey results. There were 734 respondents.
 - <https://des.az.gov/sites/default/files/media/Recruitment-and-Retention-2021-data.pdf?time=1668804107398>
- We have been able to create a Recruitment and Retention Guide. It will be available on the AzEIP website.
- Contact Chantelle Curtis with any questions.
chantellecurtis@azdes.gov
- We are creating FAQ videos geared towards families.
- Our Early Intervention/Early Childhood Special Education Summit. It will be on March 2, 2023, and March 3, 2023. It will be from 8 am to 4 pm each day. It is a virtual event. Registration is now open. The price is \$45 for providers and \$10 for students and family members of children with disabilities.
 - Summit Registration
<https://ems.azed.gov/Home/Calendar?sd=9647>
- If there are any family members interested in attending the summit, AzEIP will be sponsoring some families.
- ICC certification will need to be with the full committee.

9. Announcements from Council Members

- There will be two virtual open houses on December 8, 2022, at 10 am or 3 pm. It will be for the Infant Toddler Mental Health Coalition of Arizona.
 - <https://www.eventbrite.com/e/itmhca-virtual-open-house-tickets-465927320157?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb>
- The Division of Childcare has continued work on the Arizona Child Recovery Plan. They have expanded the capacity for Quality First and funding for all childcare providers' early childhood mental health consultations. If the providers are servicing one child in Child Care Safety. Have expanded the child stabilization grant.

- Arizona Child Care Infrastructure Grant
<https://www.lisc.org/phoenix/what-we-do/child-care-early-learning/des-grant/>
- Raising Special Kids is updating its resources section on its website.
 - <https://raisingspecialkids.org/resources/early-childhood/>
- Many head starts throughout the state still have openings.
- Inclusion Task Force Campaign posters on the ADE ECSE website:
 - <https://www.azed.gov/specialeducation/early-childhood-inclusion-task-force>

10. Public Comment

11. Next ICC Meeting: TBD meet.google.com/ufj-hnzb-xfe Phone Numbers (US)+1
617-675-4444 PIN: 692 951 377 9931#

12. Adjourn 2:06 pm