

ICC Council Committee

Meeting Minutes

November 20th, 2020

11:30am-2:00pm

ICC Members Attendance

Katie Murdoch, Chair
Lana Graber, Vice Chair
Suzanne Perry, ADE
Dana Hutchings, EI Provider; Committee Chair
Kate Dobler - Absent
Sarah Greene
Sara Clancey, EI Provider
Stephanie Collier, Committee Chair
Sonia Samaniego, ADHS
Laurie Shook
Kathleen Muldoon
Judith Walker
Christopher Keck, DCS
Lorie Jewett - Absent
Kendra Benedict, ASDB
Rob Pfister, Parent
Brittany Miller, Chair

AzEIP Staff Present

Alicia Amundson-Ex Officio Board member
Ashley Boruff
Tanya Goitia
Lisa Casteel
Chantelle Curtis
Lisa Monreal
Anissa Moussa
Estrella Olivo
Anisa Stedmire
Dharsini Ganesh
Dr. Jenn Nojunas
Danyelle Harris

Members of the Public Present

Virtual

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1. **Call to Order and Welcome All** - Katie Murdoch, ICC Chair
 - a. Meeting called to order at 11:35am.
 - b. If you have any comments, please forward your questions or concerns to allazeip2@azdes.gov or type your questions in the chat box during the meeting. The meeting will be recorded to ensure we capture all content.

2. **Family Story** - Kathleen Muldoon, Ph.D.

3. **ICC Updates** - Katie Murdoch, ICC Chair

- a. Strategic Planning Meeting for ICC membership- will be rescheduled for January 2021
- b. Other ICC Updates
 - a. Sharon retired and Jenee has resigned

4. **Committee Updates**

- a. Transition Committee - Stephanie Collier, Chair
 - a. Transition brochure has been developed and is now with ADE for review, then will go to RSK for brochure to ensure it's family friendly
 - b. Video vignettes- due to pandemic will not be able to film in person for quite a while; met with videographer for two different animated options to select from- AZEIP office will determine which to use and is also reviewing the script, then will go to ADE to use
 - c. Training PPT- Chantelle developing for training of AZEIP team members and launched in DES training website
 - d. Chantelle is now the transition committee's point person
 - e. Chantelle and Alicia to identify next steps for focus/efforts of this committee
 - f. Transition committee will meet again in December.
- b. Fiscal Committee - Dana Hutchings, Chair
 - a. Committee met this morning
 - b. Looking at going to legislation for an increase since last one was minimal in 2015
 - c. Inviting Brandy, AAPAD member to next meeting for additional ideas in two weeks
 - d. Family's Guide to Funding- still in review, won't likely be available until
 - e. Talking with providers- biggest challenge is billing for every 7 minutes, would like to shift from minutes to salary position or lump sum based on caseload- will send out survey to providers for feedback
- c. Family Survey Committee - Brittany Miller, Chair
 - a. Have transitioned to Family Engagement Committee
 - b. Met today and finalized mission statement
 - c. Next focus is social media guide
 - d. Family Story- created draft template; does ICC want this committee to take the lead on recruiting families? In the bylaws this is the role of the vice-chair- Katie and Lana will discuss to see if any changes would be needed and get back to Brittany- Brittany will share sample family story google form with them for review
- d. Development Committee - Lana Graber, Chair
 - a. First meeting held this morning- Dr. Jenn, Anissa, Caroline, Kristin R-C, Judith Walker
 - b. Assist in recruitment and engagement of ICC members, how can we assist to be comfortable when new members come on?
 - i. Begin working on FAQs so new members know expectations (timing, what we do, what does ICC mean and look like)
 - ii. Ensuring good quality relationships with the Governor's Office

- iii. Considering schedule Google Meet-n-Greet for potential new council members, utilize to send periodic updates, and encourage to forward to any other colleagues
 - c. Professional Development of providers- this group will overlap with CSPD
 - i. Dr. Jenn provided overview in structure, what's needed, progress this far
 - 1. Recruiting other members from educational institutions
 - 2. Request access to NAU Standards of Practice to review and assist with new professional standard
 - 3. Funding for AzEIP contractors to do training- assist AzEIP in developing a plan to ensure AzEIP i
 - 4. Would like AzEIP to be more transparent with the budget to be able to help and assist with allocation of funding for training
 - d. Next meeting will be the morning of the ICC meeting

Katie asked for an update on rate rebase. Ginny Rountree not on the call, so Alicia shared that the information has been reviewed internally and now working to schedule next steps with vendor who was doing research. Katie asked that Ginny Rountree reach out to her. Alicia will discuss with Ginny and Alicia will coordinate a meeting with Ginny, Katie, Lana, Dana, and Alicia. Katie asked that Ginny prioritize this so that we can schedule something since this has been in the works since June 2020 and should not have to continue to be tabled meeting after meeting.

5. **AzEIP Updates** - AzEIP Team

Announcements: Sharon Pierson, Community Engagement Manager, has retired and Jenee Sisnroy has resigned as Part C Coordinator

- a. OSEP Findings and Response
- b. Annual Performance Report (APR)
- c. Annual Stakeholders Meeting
- d. Fiscal Updates
 - a. Feedback from Dana Hutchings: approved Budget, expenditures, and Part C fund expenditure
- e. Comprehensive System of Personnel Development (CSPD)
- f. COVID-19 Task force

6. **Updates from ICC membership** - All ICC membership

- a. Suzie Perry, ADE Exceptional Student Services
 - a. Introduced Alissa Trollinger- ADE and AzEIP working together to review P&P
 - b. ECE team split into two units (EC General Ed and ECSE under Exceptional Student Services)
 - c. ECSE: supporting children with disabilities, transition process
 - d. P&P being revised based on developing policy to provide more specific guidance on schools participating in transition conferences
 - e. ECSE Conference now in collaboration with AzEIP and will be virtual this year- price will be low, putting out RFP within next week; key notes focused on leadership and advocacy training
 - f. Two job openings
 - g. ECSE webpage:

7. **Adjourn Meeting** - Katie Murdoch, ICC Chair