



Interagency Coordinating Council (ICC) for Infants and Toddlers

Executive Committee Meeting Minutes

November 4, 2022, 10:30 a.m. - 12:30 p.m.

Members

Stephanie Collier (P)
Amy Corriveau
Lana Graber (P)
Dana Hutching
Kelly Lalan (P)
Charlene May (P)
Brittany Miller
Kathleen Muldoon

Amber Neubauer (P)
Jaime Pack-Adair (P)
Suzanne Perry (P)
Sonia Samaniego
General Public
Jennifer Joralmon (P)
Ladonna Garielson (P)

AzEIP Staff

Anissa Albert (P)
Nuha Amireh
Lisa Casteel (P)
Annie Converse (P)
Chantelle Curtis (P)
Deborah Daniels
Lidia Gonzales (P)

Tanya Goitia
Muna Haddad (P)
Jeremiah Hale (P)
Amanda Honeywood (P)
Erica Melies (P)
Caroline Nailor Oglesby (P)
Kellie Verdicchio (P)

Minutes

1. Call to Order at 10:35 am Friday, November 4, 2022
2. Welcome and Introductions
3. Read Public Member Notice
4. Minute Approval from June 17, 2022, Meeting
 - Motion to approve the minutes by Amber Neubauer and seconded by Stephanie Collier.
 - Suzanne Perry - Aye
 - Amber Neubauer - Aye
 - Lana Graber - Aye
 - Charlene May - Aye
 - Jaime Pack-Adair - Aye
 - Stephanie Collier - Aye
 - Kelly Lalan - Aye
5. Discussion Items/topics

- Transition Committee (Stephanie Collier/Chantelle Curtis)
 - Work groups have been meeting, nothing is needed at time.
- Fiscal Committee (Amber Neubauer/Lisa Casteel)
 - Preparing to begin work with the 2023 Legislature.
 - A meeting is being held in the near future to discuss presentations occurring in January 2023.
- Family Engagement Committee (Jaime Pack-Adair/Tanya)
 - There are currently no needs.
- Development Committee (Amy Corriveau/Caroline Nailor Oglesby/Erica Mieves)
 - Working on the structure of the Committee
 - A proposal is being discussed regarding a new Vice Chair and a secretary role.
 - Currently working on welcome and thank you letters.

6. AzEIP Updates (AzEIP)

- The AzEIP website has been revised and updated <https://des.az.gov/azeip>.
- The State Improvement Plan (SIP) and Annual Project Report (APR).
- Moving forward with two America Rescue Plan Act initiative plans:
 - Child Equity Plan with Arizona State University.
 - Professional Development with the University of Arizona.
- Fiscal Team
 - A new provider rate went into effect October 1, 2022.
 - In Part C grant application is a potential budget line item for ICC. The budget has not been utilized in the past so AzEIP is requesting input on potential uses of the budget. AzEIP suggests using it for conferences, specifically the Improving Data Improving Outcomes (IDIO), and would like participation from ICC members and families. The ICC can nominate a member so they can prepare and attend the meeting. Ideas for using potential funds can be sent to Caroline Nailor-Oglesby and Jeremiah Hale.
- Data Team
 - As part of the privacy law that protects early intervention records, there is a special exception called the uninterrupted scholars act. It allows the Department of Child Safety Case Workers to access child records.
 - As part of ARPA, data systems enhancements have been completed. All programs will have equal access to the child's records in a timely manner.
 - Work has started on reporting improvements. Two reports are underway.
 - There is a Performance Target Setting Meeting on November 17, 2022.
 - The login information for the meeting is:
<https://des.az.gov/calendar/2022/11/17/azeip-annual-stakeholder-meeting-review-performance-targets>
- Quality Improvement
 - Anissa Albert and Lidia Gonzales are new Technical Assistance Specialists on the Quality Improvement Team.
 - Currently working with SPA's on programmatic corrections for FFY 2020.

7. ICC Updates (ICC Members)

- Topics from Executive Committee Members are needed
 - Suzanne Perry – Early Intervention and Early Childhood Special Education are developing a summit. This will occur on March 2, 2022 and March 3, 2022. Registration is now open for the summit.
 - Lana Graber – we need proposed dates for upcoming 2023 meetings. Muna Haddad will assist with scheduling the 2023 meetings for both the Council and Executive Committee.

8. Council Agenda Items

- Educational Topic Discussion for next ICC meeting(s)
 - Suzanne Perry – We have been sharing data with our LEIAs around the three preschool indicators.
 - Topics for the next Educational Meeting.
 - Discuss addiction.
 - OSEP's Early Intervention recruitment video will be on the AzEIP website.
 - Have the DES Specialist go back to Open Meeting Law. Caroline Nailor-Oglesby will follow up with Deborah Daniels concerning this.
 - All educational topics should be sent to Lana Graber.
- Discussion on application renewals
 - The bylaws state that if an application to renew membership is in the approval process, the council member can stay in place.
- New Vice Chair needed due to Kathleen Muldoon resignation. Kathleen will complete her term.
 - Kathleen's term is up in January 2023. A new parent member needs to fill this position. The bylaws state that either the chair or vice chair need to be a parent member. The rules state that twenty percent of the ICC members need to be parents. We need to have a parent with a child under the age of six or currently receiving services. It would be helpful to have a fee for reimbursement for their time.
 - Ask the SCs if they have any families that may be interested in this role.
 - We can put out a request to parents in the next AzEIP Gazette?
 - Put it out on social media.
 - Add it to the Early Intervention Newsletter for DDD
 - Is there an information sheet that we can share with parents about the role and the commitment? Lana Graber will investigate this.
 - Possibly pay them for planning time and attendance at the meeting
 - Look at what the requirement is for a family member on ICC.
- Candidates to fulfill open roles/changing roles
 - The chairs have changed. Might need to work on the Development Committee to determine who will be the permanent chair.
 - Spoke with Roopa Iyer and she stated she will discuss who can represent First Things First.
 - Vacancies
 - State Agency for Health Insurance
 - Mental Health Agency
 - State Foster Care Representative
 - Office of the Coordinator of Education of Homeless Children and Youth
 - State Legislature
 - Parent of a child under the age of six
- Annual Bylaw review
 - Bylaw review will be done during the meeting on November 18, 2022.
 - Please provide comments and suggestions.
 - Have a vice chair role in each subcommittee.
- Does AzEIP need any additional help from ICC?
 - Everyone sends recommendations for a potential ICC budget.
 - Recommendations for the vice chair vacancy.
 - ICC should be assisting AzEIP with child find activities. Caroline will share the invitations for the events.

- Is the Executive Meeting open to the public?

9. Public Comment

- None

10. Confirm next meeting date/time: To be determined.

11. Adjourn at 11:45