



Interagency Coordinating Council (ICC) for Infants and Toddlers

Development Committee Meeting Minutes - DRAFT

Virtual Meeting

December 17, 2024

1:00pm-2:00pm

Attendance

Members

Dr. Christopher Keck - Present
Amy Munoz - Present
Carina Brokamp - Absent
Jennifer Forschino - Absent

Melissa Busby - Absent
Olivia Jasmine Lindly - Absent
Fran Altmaier - Absent

Staff (AzEIP)

Erica Melies - Present
Amanda Tipotsch - Present

Pamela Meurer - Present

Public

No public attendees present

Minutes

1. Call to Order 1:04pm by Dr. Christopher Keck.
2. Read Public Member Notice by Dr. Christopher Keck.
3. Minute Approval from Previous Meeting.
 - a. Minutes were not able to be approved due to quorum.
4. Discussion Items/Topics.
 - a. Review of Development Committee mission statement: The mission of the Development Committee is to support the ICC by improving structure of policies and procedures, recruiting and retaining members, and providing education for new and existing members in ways that are IDEA compliant, leading to a more efficient ICC that represents Arizona's diverse populations.
 - b. Questions for the ICC Development Committee.
 - i. What is your "Why" for serving on the ICC?
 1. Discussion by the Development Committee on why they have chosen to serve on the committee.
 2. Discussion to identify why other members serve and continue to serve.

3. Discussed plan to create a survey of current ICC members to identify information to use to recruit and retain ICC members.
 - a. Why do current members choose to volunteer?
 - b. How long have they served?
 - c. Recognize ICC members for service.
 - ii. Diversity Subcommittee updates.
 1. Discussion on reasons why the Development Committee was considering creating a Diversity Committee.
 - a. Need to ensure the ICC has a diverse population.
 - b. Updating name and mission statement may meet the need.
 5. Action/Follow-up.
 - a. Development Committee members identify questions that may be included on the survey.
 - b. Share results of today's meeting at the next ICC Meeting.
 6. Public Comment.
 - a. none.
 7. Schedule Next Meeting.
 - a. To be held one week prior to the next ICC Council meeting.
 8. Adjourn at 2:02pm by Dr. Christopher Keck.
-

Pursuant to Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA) and other nondiscrimination laws and authorities, ADES does not discriminate on the basis of race, color, national origin, sex, age, or disability. Persons that require a reasonable modification based on language or disability should submit a request as early as possible to ensure the State has an opportunity to address the modification.

Persons with a disability may request reasonable accommodations, such as a sign language interpreter, by contacting Amanda Honeywood at (602) 532-9960 or email at AzEIP@azdes.gov. Requests should be made 48 hours prior to the meeting.

The Interagency Coordinating Council may hear items on the agenda out of order. The Council may discuss, consider, act, or solicit public comment regarding a matter any time on the agenda. **This agenda is subject to amendment up to 24 hours before the meeting.**