



Interagency Coordinating Council (ICC) for Infants and Toddlers

Transition Committee Meeting Minutes - Approved 5.22.25

Virtual Meeting

Thursday, March 20, 2025

8:30am – 10:00am

The role of the ICC is to advise, assist, and advocate for the Arizona Early Intervention Program and its partnering agencies to administer, promote, coordinate, and improve early intervention for families and professionals

Mission Statement

The committee is committed to assisting the Arizona Early Intervention Program (AzEIP) in reaching and maintaining 100% compliance with the timely and high quality transition of all children out of Part C services (early intervention) to Part B preschool and/or other community services, by providing support, guidance, and feedback on policies and procedures.

Attendance

Members (ICC Governor Appointees)

Stephanie Collier - P
Kendra Benedict - A
Sonia Samaniego - P

Members (Subcommittee Appointees)

Camille Verdugo (Vice-Chair) - P
Sandra Makrias - A
Crystal Ghica - P
Amy White - P
Kyle Hammond (Chair) - P
Dr. Pilar Vargas - P
Courtney Arevalo- P
Tammy Sergent- P
Bjorg LeSueur- P

Staff (AzEIP)

Chantelle Curtis - P
Anissa Albert - P
Lidia Gonzales - P
Annie Converse- A

Minutes

1. Call to Order: 8:45AM
2. Read Public Member Notice: Reviewed by Kyle Hammond
3. Minute Approval from Previous Meeting 11/21/24 (Kyle): minutes approved
 - a. Kendra Benedict- Absent
 - b. Sonia Samaniego - aye
 - c. Camille Verdugo (Vice-Chair) - aye
 - d. Sandra Makrias - Absent
 - e. Crystal Ghica - aye
 - f. Amy White - aye
 - g. Kyle Hammond (Chair) - aye
 - h. Dr. Pilar Vargas - aye
 - i. Courtney Arevalo- aye
 - j. Tammy Sergent- aye
 - k. Bjorg LeSueur-aye
4. Discussion Items/topics:
 1. AzEIP Updates
 - a. Early Intervention/Early Childhood Special Education Summit Update
 - b. 2025 Summit went well, Thank you Kyle for presenting at the Summit. Camille and Tanya Goitia facilitated a Transition panel. Excited to get feedback for all who participated. It was a great Summit, everyone who registered will have access to recordings.
 2. ADE Updates
 - a. Transition COP
 - i. The next CoP will be held in April, had a great attendance “Local Collaborative Communication” Camille will check to see if any school districts are able to present. Waiting for the CoP flyer from AzEIP. Received positive feedback, preparing for next year in collaboration with AzEIP. Great attendance and participation at the last CoP. The transition script and agenda most districts and SC’s were not aware of the script and agenda. The link was provided/ shared at the last CoP and is located in the AzEIP website.
 3. Subcommittee Groups
 - o Compliance
 - (Stephanie Collier, Anissa Albert, Dr. Pilar Vargas, Bjorg LeSueur)
 - [Jan 14, 2025 | Compliance Subgroup Meeting](#)
 - Review of compliance subgroup discussions. Ideas discussed SC’s to allow time for families to complete the survey’s
 - Amy: sends surveys out at six months/ annual reviews
 - Purpose of the survey, families to know their rights
 - o creating QR codes, training SC’s regarding the importance of the survey, are families able to advocate for their children. How can the data collection be improved?

- Paper copies of the surveys can be requested.
- Notify.gov was cut, exploring other options.
- Quality Practices
 - (Camille Verdugo, Sandra Makrias, Chantelle Curtis, Tammy Sergent)
 - [Jan 15, 2025 | ICC Transition QP workgroup](#)
 - Will plan a time outside of this meeting to get together with the group and discuss further to determine action plan
 - Child Outcomes Summary data are important for funding, determining the effectiveness of programs, and evaluating progress of individual children
 - Data needs to be complete and accurate and ratings need to be determined by the full team
 - Need to increase understanding of the process and the importance of valid and reliable data, including that we could use the data to advocate for more funding - could decrease the need for special education services later on
 - Ideas: joint training between ADE and AzEIP on Child Outcomes Summary process, one-pagers with talking points to help families understand the process and/or help practitioners with the process, discussions about Child Outcomes during the transition conference, compare entry and exit indicators for anomalies
- Child Find
 - (Kyle Hammond, Sonia Samaniego, Kendra Benedict, Amy White, Courtney Arevalo, Lidia Gonzales - AzEIP Lead, Crystal Ghica)
 - [Jan 10, 2025 | ICC Transition Committee Child Find Workgroup](#)
 - Working to determine how to increase referral numbers, as they have been decreasing
 - Individual agencies have been doing Child Find activities, but AzEIP would like to coordinate efforts and include stakeholders to support in increasing referrals
 - Ideas:
 - Targeted outreach to specific stakeholders
 - Coordinate with Lisa Vallee (Community Relations Liaison) and Jerrilene Antone-Morton (Tribal Liaison) as they do community outreach all over the state and track efforts - could help with not duplicating efforts
 - Early Head Start, Arizona Head Start Association
 - Coordinate with school districts at their events to also provide birth to 3 screenings

5. Action/follow up:

- a. Compliance group needs a lead, Kyle will assist for the time being, group will meet and discuss who will take the lead
- b. Quality Practices will meet again, Camille will send a Doodle poll to schedule
- c. Child Find will meet again, Kyle will follow up to schedule

6. Public Comment: No public comments

7. Schedule Next Meeting: May 22, 2025, 8:30 - 10:00 am, Virtually via Google Meets, Camille will chair the meeting
8. Adjourn: 10:00 am