



# Interagency Coordinating Council (ICC) for Infants and Toddlers

## Family Engagement Committee Meeting Minutes - DRAFT

Virtual Meeting

May 21, 2026

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:

To support AzEIP in creating a partnership with families to work together to improve services in early childhood programs, engage families in advocacy, and bridge the gap in parent involvement by encouraging authentic feedback, providing opportunities for collaboration, & helping families feel comfortable to share their voice, all to better our state services for young children.

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## Attendance

### Members

Dani Merrill (present)

Sonia Samaniego (present)

Marisol Vazquez (absent)

Lana Graber (present)

Tammy Sergent (present)

### Staff (AzEIP)

Lisa Vallee (present)

Brittany Page (present)

Amanda Honeywood (present)

Tanya Goitia (absent)

### Public

None

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## Minutes

1. Call to Order 8:31am
2. Public Member Notice
3. Minute Approval from April 16, 2026 Family Engagement Committee Meeting

- a. Sonia Samaniego motioned to approve, Lana Graber second the motion, all voted in favor, minutes approved
4. Discussion Items/Topics
    - a. Chair role/meeting cadence
      - i. The committee discussed leadership changes following Alyssa's departure, with Danielle Merrill volunteering to take over as chair and Lana Graber volunteering as vice chair. Both appointments were approved unanimously by vote. Members also discussed changing the meeting schedule from monthly to quarterly due to the smaller workload and ongoing communication happening behind the scenes. The group agreed to hold quarterly meetings from 9:00–10:15 a.m. with a short break before General Council meetings, and the motion was approved by all members present.
    - b. Facebook Posts
      - i. The committee discussed ongoing management of the Facebook page posts. Dani shared that she has been posting daily content and encouraged others to help with posting and scheduling. Sonia agreed to assist once her Facebook access issues are resolved, especially with Spanish-language posts. Tammy offered to help after learning more about the process and suggested using Meta's planner feature to schedule posts in advance, which the group agreed would help streamline posting. Lisa shared that she will continue sending event flyers and content to the group, and members agreed to work collaboratively to keep the Facebook page active and organized.
    - c. Community Feedback
      - i. The committee discussed feedback and ongoing needs from families in the community. Tammy shared that engaging families in early intervention services can be difficult, especially at the end of the school year when parents are busy. Dani noted that Desert Voices has been hearing from families across Arizona, showing that more families are learning about available services and resources through referrals from audiologists, ASDB, and resource centers. The group also discussed community outreach efforts, including sharing resources through training, Facebook posts, and events. Members talked about the Arizona Commission for the Deaf and Hard of Hearing family resource guide, including concerns about keeping printed versions updated, and suggested creating a QR code rack card in English and Spanish to direct families to an electronic version of the guide.
    - d. Family Story
      - i. The committee continued discussing the family story process, emphasizing the importance of recruiting multiple potential families since many initially express interest but do not follow through due to fear, uncertainty, or time constraints. Members discussed Annie, AzEIP's data manager and parent of a recent graduate, as a timely backup speaker to share her family's journey through early intervention and transition services. Dani reviewed the tracking and communication process used to support families, including consent requirements, emails, phone calls, and presentation assistance. Lana expressed interest in helping guide families through the process, while Sonia shared that she plans to reach out to two families she believes would be strong future presenters. Tammy also volunteered to potentially share her own family story in the future as a backup presenter if needed.
    - e. Application Process
      - i. The committee briefly reviewed the application process updates and noted that they had not yet received additional feedback from the Development committee since sharing their recommendations at the previous meeting. Dani revisited the working document, which includes plans for parent-friendly resources such as a resume template, a parent

statement option in place of a resume, and explanations of the application and approval process. Members discussed the importance of making the process easy for families to understand and suggested providing a reminder to the Development committee that the Family Engagement Committee is waiting for feedback and updated materials after the summer break.

5. Action/Follow-up

- a. The committee plans to continue recruiting families to share their stories at future ICC meetings, while also identifying backup presenters if needed. Dani will continue supporting and training members involved in the family story process, and Sonia will reach out to additional families who may be interested in participating. Members will also continue collaborating on outreach efforts, including Facebook posts and sharing community resources. The committee will provide updates to the ICC regarding feedback on the parent application process and continue working with the Development committee to create clearer, more family-friendly application materials and resources.

6. Public Comment - none

7. Next Meeting: August 20, 2026 9am

8. Adjourn 9:34am

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