



# INTERAGENCY COORDINATING COUNCIL (ICC) FOR INFANTS AND TODDLERS

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*Douglas A. Ducey*  
Governor

## Draft Minutes

### ICC Executive Committee Meeting

Friday, June 17, 2022 10:30am to 12:30pm  
Virtual Meeting

#### Attendance

##### Committee Members

Brittany Miller	Kathleen Muldoon	Susanne Perry (P)
Charlene May (P)	Lana Graber – ICC Chair (P)	Stephanie Collier (P)
Dana Hutchings	Sonia Samaniego (P)	

##### AzEIP Staff

Amanda Honeywood	Erica Melies	Lisa Casteel
Caroline Nailor-Oglesby	Jeremiah Hale	Muna Haddad
Chantelle Curtis	Karylann Converse	Tanya Goitia
Deborah Daniels	Kellie Verdicchio	

#### DISCUSSION TOPICS / PRESENTATION(S)

- Lana Graber, ICC Chair, called the meeting to order at 10:37 am
- Lana read the Public Participation Guidance
- The Approval of Minutes from March 18, 2022, was postponed due to lack of quorum

#### Committee Updates

##### **Transition Committee:** (Stephanie Collier/Chantelle Curtis)

Stephanie Collier asked what is the requirement for an AzEIP team member to attend transition meetings?

Annie Converse responded IDEA Part C requires a service coordinator to facilitate a transition meeting. The SC must provide Prior Written Notice of the transition meeting.

Charlene May said the transition planning meeting is also an IFSP meeting, so team member attendance is required.

Stephanie remarked that a fair number of families are being left to navigate the transition process on their own.

Caroline Nailor-Oglesby asked Stephanie to contact AzEIP to discuss the issue because it is a Part C requirement and is concerned families are being asked to make transition phone calls on their own.

##### **Fiscal Committee:** (Dana Hutchings/Lisa Casteel)

Lana read a written statement from Dana which said there is not much new to report. The committee is reaching out to legislators but there is no movement right now on the Governor's budget.

##### **Family Engagement Committee:** (Brittany Miller/Tanya Goitia)

Lana read a written statement from Brittany which stated the social media page is up and running and they are posting weekly. She requested everyone follow and share with friends to build a following and have engagement. They appreciate the submissions for posting already submitted. [www.facebook.com/azearlychildhoodicc](http://www.facebook.com/azearlychildhoodicc). The committee gave feedback on the

update for the AzEIP website. They reviewed the financial brochure and made suggestions to make it more family friendly. Planning to start reviewing the AzEIP family rights booklet.

**Development Committee** (Kathleen Muldoon/Caroline Nailor-Oglesby)

Caroline said they are editing documents for onboarding ICC new members. They continue to work on recruitment and retention. Lana read a written statement from Kathleen which said they have drafted language regarding the structure of standing committees. They are trying to use role descriptions already in the ICC by-laws. The proposal should be finalized at our next subcommittee meeting. It will then be brought to the full council.

**AzEIP Updates:**

Caroline Nailor-Oglesby said the IDEA Part C grant application is still in process. She introduced Muna Haddad as the new Community Liaison. Kellie Verdicchio is the AzEIP contact for meeting minutes and agenda items. Lana will send an email to the committee with Kellie Verdicchio's information.

**ICC Updates (ICC Members/Sonia Samaniego)**

Sonia Samaniego from the Commission of the Deaf and Hard of Hearing said they finished the task force in place since January. The goal is to make sure families of children who are deaf, hard of hearing or deaf/blind know what can be done to support them.

**Comments:**

Caroline Nailor-Oglesby stated providers should be meeting with the families in person. Teletherapy visits are available if the family requests it. If there are any concerns or problems with getting in person services, contact AzEIP.

Suzanne Perry said she presented to sixty-eight special education directors on preschool transition from early intervention activities.

**Council Agenda Items**

Educational Topic Discussion for August 19 and November 18 ICC meetings Lana said Sonia Samaniego will provide the educational topic for September 18, 2022. Any ideas for educational topics should be sent to Lana Graber. Suzanne will follow up with the Center for Technical Assistance for Excellence in Special Education (TAESE) to present on November 18, 2022.

- Lana would like to discuss the renewal application with Muna Haddad.
- Lana opened the floor for Public Comment: There was no public comment.
- Next Executive Committee Meeting is October 21, 2022 from 10:30am-12:30pm

Next ICC Meeting August 19, 2022, from 11:30am-2:00pm

Meeting ID: [meet.google.com/bph-zyzb-ium](https://meet.google.com/bph-zyzb-ium)

Phone Numbers: [\(US\)+1 617-675-4444](tel:+16176754444)

PIN: 626 360 632 0307#

Lana adjourned the meeting at 11:41

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Kellie Verdicchio at (602) 364-1936 or email at [AzEIP@azdes.gov](mailto: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 any item on the agenda.

**This agenda is subject to amendment up to 24 hours before the meeting.**