



# Interagency Coordinating Council (ICC) for Infants and Toddlers

## ICC Transition Committee Meeting

Tuesday, July 11 · 1:00 – 3:00pm

Google Meet joining info

Video call link: <https://meet.google.com/ffs-usmy-fjq>

Or dial: (US) +1 646-504-7995 PIN: 602 027 761#

### Members

Kendra Benedict - Present  
Stephanie Collier - Present  
Sue Damiata - Absent  
Crystal Ghica - Present  
Kyle Hammond - Present  
Jaymie Jacobs - Absent  
Sandra Makrias - Absent  
Alexandra Oropeza - Absent  
Suzanne Perry - Present  
Sonia Samaniego - Present  
Kristy Thornton - Present  
Camille Verdugo - Present

### General Public

### AzEIP Staff

Anissa Albert - Present  
Annie Converse  
Chantelle Curtis - Present

Lidia Gonzales - Absent

## 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.

## Agenda and Minutes

1. Call to Order: 1:07 pm
2. Welcome and Introductions
3. Read Public Member Notice
4. Minute Approval from 5/19/2023 meeting
  - Kendra Benedict - Yea
  - Stephanie Collier - Yea
  - Sue Damiata - Absent
  - Crystal Ghica - Yea
  - Kyle Hammond - Yea
  - Jaymie Jacobs - Absent
  - Sandra Makrias - Absent
  - Alexandra Oropeza - Absent
  - Suzanne Perry - Yea
  - Sonia Samaniego - Not present during vote
  - Kristy Thornton - Yea
  - Camille Verdugo - Yea
5. Discussion Items/topics
  1. AzEIP Updates
    - a. Responses to Transition Committee's questions
      - i. Reviewed committee's questions sent in May and clarified any further questions
      - ii. Discussed that there have been improvements this year over last year
      - iii. AzEIP has heard anecdotal evidence about things that have been helpful and led to improved performance, but do not have hard data as to what specific things led to improvements
      - iv. Group asked if there are plans to automate data system as this has been identified anecdotally as something that may help
        1. AzEIP is building a data system that may have some of these capabilities (such as automated Public Education Agency [PEA] notifications) but likely not until 2024-2025 as they are still working on the foundations of the system
        2. AzEIP is looking to build intuitive forms that pull information into them such as demographics, etc., before creating automated systems
      - v. May need more root cause analysis to learn about challenges and successes
        1. For example, when a family opts out before a child is 2.9

but then changes their mind, how can we support programs to still be compliant?

- vi. Suggestion was made to begin a community practice and pair up more successful programs with programs experiencing challenges for peer support.

- 1. Potential concern: contracts are competitive so more successful agencies may be less willing to share business practices.

- b. [Transition Bulletin](#)

- c. Other updates

- i. Anissa Albert will be AzEIP lead for Compliance group
- ii. Lidia Gonzales will be AzEIP lead for Quality Practices group
- iii. Camille Verdugo will be chair for Quality Practices group
- iv. Chantelle Curtis will continue to be AzEIP lead for full Transition Committee
- v. OSEP found that AzEIP generally meets requirements

- 2. Member updates

- a. Stephanie shared that in meeting with families that resources are not always being shared with families

- i. AzEIP can send out a reminder on behalf of Transition Committee
- ii. Could send out through Gerrie's Gazette
- iii. Include in Transition Conference script/agenda
- iv. Could utilize DDD Town Halls to share

- 3. Breakout Groups

- a. Compliance

- i. One-pagers
  - 1. Work will begin on these next meeting
  - 2. Discussed marketing of existing resources - suggested having a blurb in Gerrie's Gazette
  - 3. Suggested having links on SPA websites to AzEIP website so everyone goes to the same place for the info

- b. Quality Practices

- i. Transition Conference script and agenda
  - 1. AzEIP office would like to be able to share this at ICC on 9/22
  - 2. Will meet again outside of normal Transition Committee meeting to revise and finalize
  - 3. Add something into script for when SCs share resources such as video and brochure
  - 4. Add reminder that TC is an IFSP meeting so schools and other programs are aware of this

- 6. Action/follow up

- 1. Stephanie will work with Alexandra to schedule Compliance workgroup and begin working on their projects
- 2. Camille will schedule Quality Practices workgroup
- 3. Chantelle will ensure all new members are added to the Transition Committee invite and will request they be added to the ICC invites as well

- 7. Public Comment: none

- 8. Confirm next meeting date/time: 9/22/2023 9:00 am-11:00 am

- 9. Adjourn: 3:03 pm