



INTERAGENCY COORDINATING COUNCIL (ICC) FOR INFANTS AND TODDLERS

Douglas A. Ducey
Governor

Minutes

Executive Committee Meeting

Friday August 13, 2021 10:30am to 12: 30pm

ITEM	DISCUSSION TOPICS / PRESENTATION(S)	ACTIONS/OUTCOMES
Attendance	<p>ICC Executive Committee Members Attendance: Lana Graber – Vice Chair Brittany Miller Dana Hutchings Judith Walker Laurie Shook Stephanie Collier Suzanne Perry</p> <p>AzEIP Staff Members Attendance: Alicia Amundson Caroline Nailor-Olgesby Chantelle Curtis David Dillon Debbie Daniels Edd Schommer Annie Converse Lisa Casteel Tanya Goitia</p> <p>Senator R Gabaldon – Guest</p> <p>Absent: Katie Murdoch, Chair</p>	
Call to Order	Welcome/ Call Meeting to Order (virtual) Vice Chair Lana Graber	Called to order at 10:33am
Committee Updates	<p>Transition Committee - Stephanie Collier/Chantelle Curtis</p> <ul style="list-style-type: none"> • The brochure is in final phase and will be reviewed by Alicia to finalize the week of August 16, 2021. It will be translated into Spanish • The DES videographer just sent the finished video; Spanish subtitles will be added. Needs review and approval from Chantelle to move forward. Chantelle will send video to Stephanie <p>Fiscal Committee - Dana Hutchings/Lisa Casteel</p>	

	<ul style="list-style-type: none"> Dana reported they are meeting monthly. The main focus is increases in provider rates; rebates were completed, waiting to hear on update. 	
Committee Updates Continued	<p>Family Survey Committee - Brittany Miller/Tanya Goitia</p> <ul style="list-style-type: none"> Family Engagement Committee is the revised name. Sara Green has agreed to be temporary chair while Brittany is out with a family medical issue. Brittany will attend as her schedule allows <p>Development Committee - Lana Graber</p> <ul style="list-style-type: none"> New Council member orientation held August 5, 2021. Welcome and commitment letter outlines roles and responsibilities for potential members. 	
AzEIP Updates - Alicia Amundson	<p>Comprehensive System of Personnel Development report/update</p> <ul style="list-style-type: none"> Chantelle Curtis is the new CSPD Coordinator. CSPD will be added to each ICC meeting. <p>COVID Task Force</p> <ul style="list-style-type: none"> AzEIP continues to promote the health and safety of participants and providers. May re-purpose the original COVID group to provide updates as the situation evolves. <p>Other Topics</p> <ul style="list-style-type: none"> Staffing changes in AzEIP office – Chantelle promoted to CSPD; Caroline Nailor Olgesby – Quality Improvement Manager; David Dillon, Data Assistant; Debbie Daniels, Executive Assistant Budget – We are looking at pathways to continue supporting vendors; American Rescue Plan (ARP) funds being reviewed Educational ID – Within Part C and Part B there are unique child ID's. Linking those ID's enables us to track children through their future education. Be able to track value of early intervention by showing progress of children in school. <p>By Law Discussion By Laws are under review and revision</p>	<p>Add Educational ID to ICC agenda</p> <p>Add By Law discussion to agenda</p>
ICC Updates	<p>New Executive Board Member Orientation</p> <ul style="list-style-type: none"> New Council member orientation held August 5, 2021 How are we bringing potential new members to the ICC? Should candidates be identified by AzEIP or Council? Should they come to the Council before going to the Governor's office? Should this process be added to the By-Laws? Maybe information can be provided through agencies to the public AzEIP does not reach. <p>New members</p>	<p>Edd identifies potential members in his daily work. He invites them to meetings to understand the ICC work.</p>

	<ul style="list-style-type: none"> • New committee members come to the Executive Committee and are not sent through the Governor’s office. Orientation is not required but recommended. There is a specific ICC application to be on subcommittee. • Senator Gabaldon has applied to be a member; interested in serving on the funding committee and would like to participate with conversations in the Governor’s office. Interested in sharing education with the other legislators. 	Preference is to have Governor’s office notify AzEIP of the candidates so they can be brought to the Council.
August Council Agenda Items	<p>Educational topics: ID system</p> <p>Family Story- Story coordinated by Brittany</p> <p>Select 2022 dates – provide 2 sets of dates to ICC meeting</p> <p>Action Items: Meet with Senator Gabaldon and invite her to Fiscal Committee while application being processed. Review the by-laws by the November meeting, in particular the ICC Executive Committee membership. Members need to be responsive – make sure they are responding in advance for quorum purposes Need new vice chair – positions change January. Vice Chair needs to be family member. Minutes need to be approved at the beginning of each meeting</p>	
Adjournment	Adjourned at 1221	ICC Vice Chair, Lana Graber

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Deborah Daniels at (602) 532-9960. Requests should be made 48 hours prior to allow time to arrange the accommodation.

The Interagency Coordinating Council Executive Committee may hear items on the agenda out of order. The Council may discuss, consider, or take action regarding any item on the agenda and may elect to solicit public comment on any of the agenda items.

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