



INTERAGENCY COORDINATING COUNCIL (ICC)
FOR INFANTS AND TODDLERS
Draft Minutes

ICC Executive Committee Meeting

Friday, August, 18 2023, 10:30am-12:00pm

Virtual Meeting

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

Attendance

ICC Council

Lana Graber - P

Amber Neubauer - P

Charlene May - P

Sarah Patrick Greene - P

Stephanie Collier - P

Dana Hutchings - A

Suzanne Perry - P

Sonia Samaniego - P

Laurie Shook - P

Kelly Lalan - A

AzEIP

Ena Binns - P

Amanda Honeywood - P

Amanda Tipotsch - P

Amy Aeed - P

Anissa Albert - P

Chantelle Curtis - P

Lisa Casteel - P

Erica Melies - P

Kellie Verdicchio - P

Jeremiah Hale - P

Lidia Gonzales - P

Lisa Vallee - P

Tanya Goitia - P

Karylann (Annie) Converse - P

DISCUSSION TOPICS / PRESENTATION(S)

- Call to Order (Lana Graber, ICC Chair) 10:35am
- Read Public Member Notice
- Minute Approval from April 21, 2023 Meeting (Lana Graber, ICC Chair)
 - Motion Charlene May
 - Second Sarah Patrick Greene

- Sonia Samaniego - aye
- Sarah Patrick Greene - aye
- Amber Neubauer - aye
- Charlene May - aye
- Stephanie Collier - aye
- Suzanne Perry - aye
- Lana Graber - aye
- Committee Updates (brief/any need for Executive guidance/support)
 - Transition Committee (Stephanie Collier/Chantelle Curtis)
 - The Quality Practice workgroup is working on a script around transition meetings
 - The product will benefit AzEIP and will be sent to AzEIP and then reviewed by ICC Council
 - The draft is close to being completed
 - Fiscal Committee (Amber Neubauer/Lisa Castell/Jeremiah Hale)
 - Presented to draft concerning timely reimbursement concerns as AzEIP subcontractors
 - Would like to vote on this in September at the ICC Council meeting
 - Family Engagement Committee (Laurie Shook/Interim Chair/Tanya Goitia/Annie Converse)
 - Facebook page reminder to send over community events or articles for Early Childhood - <https://www.facebook.com/azearlychildhoodICC> and Content to post: iccsocialmedia@azdes.gov
 - ICC Flyers, create a rack card instead of a flyer. The rack card would be for the families with a quick overview of what the ICC does. The goal is to get more families involved. There will be a QR code on the card. The Family Committee will vote on the card and then bring it to the ICC Council. Sonia Samaniego will help to make sure that it is available in Spanish
 - Lisa Vallee is working on the next family story. Family has signed consent and the Family Story Google form filled out
 - Development Committee (Sarah Greene/Erica Melies)
 - The Committee met on August 3, 2023 and will meet again on August 23, 2023
 - Will present the subcommittee structures at the next ICC meeting
 - Meeting on October 17, 2023 and will discuss the subcommittee structures from September 22, 2023
 - Focusing on term limits and recruitment
 - A Diversity Committee was suggested and will be taken into consideration
- AzEIP Updates
 - Welcome Ena Binns, the new Part C Coordinator
 - Arizona was designated as meeting requirements for the second year in a row. The Program Report is available to view on the website
 - Rebate Studies: If you have any questions, please fill out the provider surveys which are due August 18, 2023
 - On October 1, 2023 the new rates will take effect
 - The link to see the AZ State Performance Report is <https://des.az.gov/services/developmental-disabilities/early-intervention/reports>

- New Policy Specialist is joining the AzEIP team.
- We are working internally on a form to order materials and track where the materials are going. We will know what they are being used for. Create an infographic to address the myths about Early Childhood Intervention Services. We will be developing to support hospitals.
- AzEIP is working on creating a link on the website to help support individuals interested in the ICC
- We may have two educational topics at the next ICC Meeting
- Upcoming events will be posted in the AzEIP newsletter. Share which events AzEIP will be attending with the ICC Committee and post on the ICC Facebook page
- ICC Updates (ICC Members)
 - Topics for Executive Committee Members as needed
 - The Early Intervention and Early Childhood Summit dates have been determined
 - Save the Date for the EI-ECSE Summit February 28, 29 and March 1, 2024
 - We will have a save the date flyer coming out soon; share ideas for important topics with ECSEinbox@azed.gov
 - Early Intervention is on the Conference Committee. They will do the presentations and content. If anyone is interested in presenting, please contact Chantelle Curtis
 - We are focused on how CSPD can help with child outcomes
 - For the service-providing agencies, a recruitment and retention email was sent out. If anyone is interested in joining CSPD or getting more information, please contact Chantelle Curtis at chantellecurtis@azdes.gov
 - Pyramid Model information sessions for coaching, training, and implementation sites are on the horizon. Anyone interested in being a trainer, a coach, or an implementation site, please inquire at ecseinbox@azed.gov. We will send the flyers
- Council Meeting Agenda Items (Lana Graber, ICC Chair)
 - Educational Topic/Family Story for next ICC meeting on September 22, 2023
 - Updates (if any) on application renewals/candidates for open roles
 - Updates on application renewals are that we received an approval for Amber Neubauer. A third request will go out to the Boards and Commissions for the pending applications. Lisa Vallee has emailing B&C for updated roster
 - Candidates to fulfill open roles/changing roles
 - Sandra has sent over an updated resume. She would like to participate on the Transition Committee
 - Alyssa from the Foundation of Blind Children has applied
 - Agenda items for the next Council meeting
 - Amber and Suzanne will share information regarding the OSEP leadership conference
 - Review the email list for the upcoming ICC meeting. Lisa Vallee would like to find out who wants to be on the list since there are almost 400 names. Annie will share the dashboard with Lisa and go over the data

- Discussion regarding ICC members who went to OSEP leadership conference in Washington DC
 - Amber Neubauer attended. She attended a session and learned how other states run their programs. Some states have professional team facilitators for all committees
 - Videos to educate/engage parents - Servingongroups.org
 - Suzanne Perry attended and there was information on systems. She presented on several topics
- Public Comment:
 - No public comment
- Next Executive Committee meeting is scheduled: October 20, 2023 from 10:30am-12:00pm
Time zone: America/Phoenix
Google Meet joining info
Video call link: <https://meet.google.com/vub-vtaf-zwn>
Or dial: (US) +1 434-481-1302 PIN: 459 605 873#
More phone numbers: <https://tel.meet/vub-vtaf-zwn?pin=2128028152348>
- Adjourn: (Lana Graber/ICC Chair) 11:56am

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