



Interagency Coordinating Council (ICC) for Infants and Toddlers

Interagency Coordinating Council Meeting Minutes - Approved 5.22.25

Virtual Meeting

Thursday, March 20, 2025

10:30am - 1:00pm

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

Members (ICC Governor Appointees)

Kendra Benedict (present)
Stephanie Collier (present)
Lana Graber (present)
Sarah Greene (present)
Dana Hutchings (present)
Kelly Lalan (absent)

Olivia Lindly (absent)
Charlene May (absent)
Amy Munoz (present)
Amber Neubauer (present)
Sonia Samaniego (absent)
Laurie Shook (present)

Members (Subcommittee Appointees)

Sandra Caudillo
Kyle Hammond

Dani Merrill
Camille Verdugo

Staff (AzEIP)

Amy Aeed
Anissa Albert
Jerrilene Antone Morton
Ena Binns
Jessica Blackburn
Lisa Casteel
Chantelle Curtis
Tanya Goitia
Lidia Gonzales

Jeremiah Hale
Amanda Honeywood
Dayna Karnick Hultgren
Jessica Jimmerson
Erica Melies
Pamela Meurer
Brittany Page
Amanda Tipotsch
Lisa Vallee

Public

Fran Altmaier
Courtney Arevalo

Gini Britton
Melissa Busby

Ben Flores
Jacqueline Gencarelle
Crystal Ghica
Billy Henderson
Crystal Kasuse

Christina Quast
Tammy Sergent
Emily Singleton
Michele Thorne
Rob Voreck

Minutes

1. Call to Order (Sarah Greene) at 10:35am
 - a. Housekeeping Items (Sarah Greene)
2. Read Public Member Notice (Sarah Greene)
3. Approval of Minutes from January 16th, 2025 Meeting (Sarah Greene)
 - a. Table until next meeting due to lack of quorum
4. Family Story (Laurie Shook) presented by Courtney Arevalo
5. Educational Topic (Sarah Greene) presented by Michele Thorne with Care4theCaregivers
 - a. Michele provided an overview of how to navigate the [Care 4 the Caregivers](#) website to locate free resources available to caregivers and the calendar of events
6. Discussion Items/Topics (Sarah Greene)
 - a. Clarification on Executive Committee membership - Sarah reviewed Bylaws Section 2 - Executive Committee
 - b. Review the bylaws (as needed annually) before the next Executive Committee Meeting - Sarah gave a call to action to ICC to review the bylaws before the next meeting
 - c. New Family Engagement Committee member - Marysol Vasquez
7. Committee Updates (Sarah Greene)
 - a. Transition Committee (Kyle Hammond / Camille Verdugo/ Chantelle Curtis) - Kyle provided an update regarding the Early Intervention/Early Childhood Summit and Transition Community of Practice (CoP). Kyle shared committee concern that Transition Script and Agenda are not known to many service coordinators and the CoP will bring more awareness to these tools.
 - b. Fiscal Committee (Amber Neubauer / Leo Huppert / Lisa Casteel) - Amber presented Family Reimbursement Proposal 2024 that will need to be voted on once quorum is available. The committee is in the process of building their strategic plan.
 - c. Family Engagement (Laurie Shook / Tanya Goitia) - Laurie shared that the committee submitted the ICC rack card draft and is awaiting updates. Laurie requested all ICC Committees send Mission Statements to iccsocialedia@azdes.gov to post on the ICC Facebook page. The committee is brainstorming ideas on how to get the word out to medical providers about AzEIP and ICC.
 - d. Development Committee (Christopher Keck Interim / Erica Melies) - Erica shared the committee is planning to send out a survey to seek information from ICC members about their involvement in ICC.
8. AzEIP Updates (Ena Binns)
 - a. Ena introduced Brittany Page, new AzEIP Team Member.
 - b. Ena shared that there are currently no changes to IDEA Part C services or the AzEIP service delivery model. AzEIP continues to monitor federal changes and will keep the ICC updated. For press releases and news room update, visit U.S. Department of Education <https://www.ed.gov/about/news/subscriptions>
 - c. The Notify.gov text messaging pilot will end in June 2025. AzEIP is exploring other options for continued text messaging.

- d. AzEIP Referrals increased in January and February of 2025 compared to the same months last year
 - e. Thank you to the Family Engagement Committee for support in identifying ways to connect with families. An AzEIP family forum meeting “AzEIP Family Connection” will be held Tuesday, April 29, 2025 12:00pm-1:00pm or 6:00pm-7:00pm.
 - f. AzEIP and DDD are in the final stages of implementing their Early Intervention and DDD Resources Project to connect with medical providers in rural Arizona.
9. Action/Follow-up
 - a. Sarah will send Mission Statements to iccsocialmedia@azdes.gov.
 10. Public Comment
 - a. None
 11. Schedule Next Meeting: May 22, 2025
 - a. Next Executive Committee - April 17, 2025
 12. Adjourn
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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 a matter any time on the agenda. **This agenda is subject to amendment up to 24 hours before the meeting.**