



Interagency Coordinating Council (ICC) for Infants and Toddlers

Interagency Coordinating Council Meeting Minutes - Approved 9.18.25

Virtual Meeting

Thursday, May 22, 2025

10:30 am - 1:00 pm

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)
Olivia Lindly (absent)
Charlene May (present)

Amy Munoz (present)
Amber Neubauer (absent)
Sonia Samaniego (present)
Laurie Shook (present)
Kelly Lalan (present)
Dana Hutchings (absent)

Members (Subcommittee Appointees)

Frances Altmaier
Gini Britton
Melissa Busby
Alissa Eromae
Crystal Ghica
Kyle Hammond

Leo Huppert
Christopher Keck
Bjorg LeSueur
Danielle Merrill
Aanya Metrakos
Marysol Vasquez

Staff (AzEIP)

Amy Aeed (present)
Jerrilene Antone-Morton (present)
Ena Binns (present)
Lisa Casteel (present)
Annie Converse (present)
Chantelle Curtis (present)

Tanya Goitia (present)
Jeremiah Hale (present)
Amanda Honeywood (present)
Jessica Jimmerson (present)
Brittany Page (present)
Amanda Tipotsch (present)

Public

Alicia Amundson (present)
Laura Austin (present)

Michaela Barnhart (present)
Amy Morales Baum (present)

Susan Hodges (present)
Charmayne Lane-LentzWhitney Mikkelsen
(present)
Maria Pimentel (present)

Cristina Renteria (present)
Crystal Russell (present)
Jenee Sisroy (present)
Robin Voreck (present)

Minutes

1. Call to Order - Sarah Greene 10:35 am
 - a. Housekeeping Items - Sarah Greene
2. Read Public Member Notice - Sarah Greene
3. Approval of Minutes from March 20, 2025 Meeting - Sarah Greene
 - a. Kelly Lalan motioned to approve the March 20, 2025 ICC Meeting Minutes
 - b. Lana Graber seconded the motion to approve the March 20, 2025 ICC Meeting Minutes
 - c. Sarah Greene, Amy Munoz, Charlene May, Lana Graber, Laurie Shook, Kendra Benedict, Stephanie Collier, Kelly Lalan, and Sonia Samaniego approved the March 20, 2025 ICC Meeting Minutes
4. Family Story - Laurie Shook / Marysol Vazquez
5. Educational Topic - Sarah Greene
 - a. Division of Developmental Disabilities (DDD) Overview provided by Michaela Barnhart, including information about transition to preschool, DDD eligibility criteria, DDD application process, DDD eligibility categories, support coordination, services and resources
6. Discussion Items/Topics - Sarah Greene
 - a. Pending Boards and Commissions Applications - AzEIP
 - b. Review the bylaws (as needed annually) after appointment of new members
 - c. Annual Open Meeting Law (OML) training after appointment of new members
7. Committee Updates - Sarah Greene
 - a. Transition Committee (Kyle Hammond / Camille Verdugo/ Chantelle Curtis)
 - i. Compliance and Child Find groups have not been able to meet yet - Stephanie Collier will lead Compliance group focused on outcomes and Bjorg LeSueur will lead Child Find group
 - ii. Quality Practices group met and will be working on one pagers about the importance of child indicators to present to Transition Committee and ICC
 - iii. All Committee groups will meet and work over the summer on their respective projects before regrouping on 9/18/25 at 8:30am
 - b. Fiscal Committee (Amber Neubauer / Leo Huppert / Lisa Casteel)
 - i. Vote on Fiscal Committee family compensation proposal
 - ii. Sarah called for comments prior to vote - no comments
 - iii. Lana Graber motioned to approve the family compensation proposal
 - iv. Laurie Shook seconded the motion to approve the family compensation proposal
 - v. Laurie Shook, Kelly Lalan, Lana Graber, Amy Munoz, Charlene May, Sonia Samaniego, Sarah Greene, Kendra Benedict, and Stephanie Collier approved the family compensation proposal
 - vi. AzEIP has begun to review the family compensation proposal in anticipation of this vote and will provide feedback to the fiscal committee
 - vii. Fiscal Committee is working on a Strategic Business Plan, including a specific vision and mission for financial aspect of the program, and narrowing down financial resources that might be viable and will be discussed
 - c. Family Engagement Committee

- i. Present ICC rack card - draft rack card presented for review and discussion
 - ii. Potential Vote - hold on vote so feedback can be discussed; will move vote to the September ICC Meeting agenda
 - iii. Rack card draft will be sent out to ICC members for review and comments by August 1, 2025
 - d. Development Committee (Christopher Keck Interim / Amy Munoz)
 - i. Review Data - survey was sent out to ICC Council and Committee Members; 40 surveys sent with 23 responses for a 57% response rate
 - ii. Findings document with survey results will be sent out for review and feedback
8. AzEIP Updates
- a. AzEIP Family Connection - thank you to Family Engagement Committee for supporting AzEIP in holding the first forum on April 29, 2025 (2 sessions offered); a survey was sent out on May 5, 2025 for feedback regarding the forum and is still open
 - b. EI and DDD Resource Project - joint presentation will be offered at Valleywise Health
 - c. AzEIP Overview Video - now available on [AzEIP website](#); Dynamite Therapy acknowledged for supporting with this video
 - d. Public Awareness Material Requests - seeing increases in requests for public awareness materials, including Child and Family Rights Handbook and AzEIP and Child Care Providers brochure, will be watching the data to see how this impacts family survey results
 - e. Resolving Disputes Among SPAs and State Agencies Public Comment - proposed new procedure available on the AzEIP website with instructions of how to participate, feel free to share across contacts; all public comments received will be considered by AzEIP when reviewing the draft
 - f. AzEIP Public Report - now available on AzEIP website: <https://des.az.gov/services/developmental-disabilities/early-intervention/reports>
 - g. Lisa Vallee, Community Relations Liaison, and Jerrilene Anotone-Morton, CCSD Tribal Liaison, are both available for tabling or presentations at community events
9. Action Follow-up
- a. Board members to review the current bylaws for annual review
 - b. Schedule open meeting law and bylaws review after appointment of new members
 - c. Send out ICC Rack Card for review by ICC members with feedback due to Laurie Shook and Brittany Page by August 1, 2025
 - d. Send out Development Committee Survey Results for review and feedback
10. Public Comment
- a. Consider adding a page to the Child and Family Rights Handbook re: ICC since families receive this booklet throughout early intervention
11. Schedule Next Meeting: September 18, 2025 10:30am-1:00pm
- a. Next Executive Committee - August 21, 2025 10:30am-12:00pm
12. Adjourned by Sarah Greene at 12:10pm

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