



Interagency Coordinating Council (ICC) for Infants and Toddlers

Interagency Coordinating Council Meeting Minutes - Approved 03.19.26

Virtual Meeting

Thursday, January 15, 2026

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)
Olivia Lindly (absent)
Charlene May (present)
Aanya Metrakos (present)
Amy Munoz (present)

Amber Neubauer (present)
Sonia Samaniego (present)
Laurie Shook (absent)
Dana Hutchings (present)
Melissa Busby (present)
Tammy Sergent (present)
Alison Lucas (present)

Members (Subcommittee Appointees)

Frances Altmaier (absent)
Gini Britton (present)
Alissa Eromae (absent)
Crystal Ghica (present)
Billy Henderson (present)
Margaret Peixoto (absent)
Camille Verdugo (present)

Leo Huppert (absent)
Christopher Keck (present)
Bjorg LeSueur (present)
Danielle Merrill (absent)
Susan Hodges (absent)
Amy White (absent)
Nancy Gutierrez (present)

Staff (AzEIP)

Anissa Albert (present)
Ena Binns (present)
Lisa Casteel (present)
Annie Converse (present)
Chantelle Curtis (present)
Erica Melies (present)
Lisa Vallee (present)

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

Public

Father Matters
Amy Morales Baum
Charmaine, CCHHS
Robin Voreck

Sylvia Acosta

Minutes

1. Call to Order - Sonia Samaniego at 10:32am
 - a. Housekeeping Items - Sonia Samaniego
2. Read Public Member Notice - Sonia Samaniego
3. Approval of Minutes from November 20th, 2025 Meeting - Sonia Samaniego
 - a. Charlene May motioned to approve, Lana Graber second, all votes aye; minutes approved
4. Discussion Items/Topics - Sonia Samaniego
 - a. Vote for a Meeting to be held on January 29th for APR Report
 - i. Sonia Samaniego led the agenda item to approve holding an additional meeting on January 29th to vote on the APR report, noting that the AzEIP office is revising parts of the report and that quorum was present. After clarification from Lisa Vallee that a motion was needed, a motion to proceed with the January 29th meeting was made by Kendra Benedict and seconded by Christopher Keck. Members voted in favor via the chat, with unanimous approval confirmed for the record. Sonia announced that the January 29th meeting was approved and would be brief, after which the meeting moved on to the next agenda item. Brittany Page added that the revised APR report would be sent to everyone by Friday.
 - b. Subcommittee Membership; Applications & Participation
 - i. Sonia Samaniego explained that updated subcommittee applications are needed to ensure accurate and current membership rosters, noting that some members joined subcommittees later and that updated information is important for continued participation. She thanked members who had already completed the application and stated that Brittany would resend the one-page application link to those who had not received it, encouraging everyone to complete it. Lisa Vallee added that formatting issues with the application had been corrected and emphasized that the update is intended to support new ICC leadership and ensure the council has up-to-date contact information and stated interests moving forward.
 - c. Motion to vote on Transition's Tool Kit Planning Child Find & Role Specific Outreach
 - i. Sonia Samaniego introduced the agenda item to vote on moving forward with the transition toolkit planning document, specifically the Child Find and Role Specific outreach materials, and invited questions before voting. Amber Neubauer raised a concern about the document stating services are free without mentioning the use of insurance, prompting discussion on edits related to private insurance, Medicaid, and family consent. After extensive council discussion, members agreed to revise the language to clarify that services are provided at no cost to families but may be billed to private insurance or Medicaid with family consent, simplify wording, and add a link to an existing family funding guide available in English and Spanish. The council reviewed and agreed on the revised language during the meeting, confirmed no additional edits were needed, and then voted to move the document forward to the AzEIP office for review,

with a motion made by Lana Graber, seconded by Alison Lucas, and approved by the council.

5. AzEIP Updates
 - a. During the AzEIP updates, Ena Binns shared federal updates, including a recent call with the Office of Special Education Programs, confirmation that no federal changes are impacting Arizona's early intervention services at this time, and notice that Arizona is scheduled for a federal monitoring ~~engagement~~ visit between July 2026 and June 2027.
 - b. Jessica Jimmerson provided an update on the public comment process for revised policies and procedures, noting seven public hearings and 239 public comments currently under review with a target implementation date of July 1.
 - c. Lisa Vallee highlighted ongoing family engagement efforts, including quarterly family forums with growing participation, and announced the next forum on April 8.
 - d. Annie Converse reviewed expectations for the APR, explaining how to focus on ICC-relevant sections, key highlights in the data, and the tight timeline leading to the January 29 vote and February 2 submission deadline.
6. Public Comment - none
7. Action/Follow-up
 - a. Sonia Samaniego reviewed action and follow-up items, noting that the subcommittee application link would be resent and reminding governor-appointed council members that participation in a subcommittee is required.
 - b. Reviewing the APR report in advance of the January 29 meeting to meet the submission timeline.
 - c. Upcoming meetings were confirmed, including the recently added January 29 meeting at 10:00 a.m. for the APR vote.
8. Schedule Next Meeting: March 19, 2026
 - a. Next Executive Committee - February 19, 2026
9. Adjourn 11:28AM

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