



# Interagency Coordinating Council (ICC) for Infants and Toddlers

## Interagency Coordinating Council Meeting Minutes - Approved 01.15.26

Virtual Meeting

Thursday, November 20, 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.

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### Attendance

#### Members (ICC Governor Appointees)

Kendra Benedict (present)  
Stephanie Collier (present)  
Lana Graber (present)  
Sarah Greene (present)  
Olivia Lindly (absent)  
Charlene May (present)  
Aanya Metrakos (present)  
Amy Munoz (present)  
Billy Henderson (present)  
Amber Neubauer (absent)

Sonia Samaniego (present)  
Laurie Shook (present)  
Dana Hutchings (present)  
Melissa Busby (present)  
Tammy Sergent (present)  
Christopher Keck (present)  
Nancy Gutierrez (absent)  
Allison Lucas (present)  
Marysol Vazquez (absent)

#### Members (Subcommittee Appointees)

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

Leo Huppert (absent)  
Bjorg LeSueur (absent)  
Danielle Merrill (present)  
Susan Hodges (absent)  
Amy White (present)  
Sandra Caudillo (present)

#### Staff (AzEIP)

Ena Binns (present)  
Brittany Page (present)  
Lisa Vallee (present)  
Amy Aeed (present)  
Annie Converse (present)  
Erica Melies (present)  
Jeremiah Hale (present)

Jessica Jimmerson (present)  
Tanya Goitia (present)  
Amanda Honeywood (present)  
Pamela Meurer (present)  
Anissa Albert (present)  
Lisa Casteel (present)

Chantelle Curtis (present)

## Public

Rhiannon Anderson (present)  
Amber Morales Baum (present)

Jennifer Forschino (present)

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## Minutes

1. Call to Order - Sarah Greene 10:31am
  - a. Housekeeping Items - Sonia Samaniego
2. Read Public Member Notice - Sonia Samaniego
3. Approval of Minutes from September 18, 2025 Meeting - Sarah Greene
  - a. Lana Graber motioned to approve, Laurie Shook second, all voted in favor; minutes approved
4. Family Story - Laurie Shook / Kristin Wilburn
5. Educational Topic - Sonia Samaniego
  - a. Care4theCaregivers - Michele Thorne
6. Discussion Items/Topics - Sarah Greene
  - a. 2026 Dates - Vote
    - i. Laurie Shook motioned to approve, Dr. Keck second, all voted in favor; dates approved
  - b. Will the ICC adopt AzEIP's APR/SPP Report - Vote
    - i. Charlene May motioned to approve, Lana Graber second, all voted in favor; report approved
  - c. Bylaw Revisions - Vote
    - i. Dr. Keck motioned to approve, Laurie Shook & Melissa Busby second, all voted in favor; bylaws approved
  - d. Nominations for Vice Chair Role for ICC
    - i. Sarah Greene nominated Marysol Vazquez, Aanya Metrakos second. Lana Graber confirmed Marysol would fulfill the requirements for Vice Chair. Lana Graber motioned to vote on confirmation, Dr. Keck second, all voted in favor, Marysol Vasquez has been approved for the new Vice Chair.
  - e. Annual Open Meeting Law
    - i. Sarah Greene reminded the council, if anyone has missed the training to please reach out to Lisa Vallee.
7. Committee Updates - Sarah Greene
  - a. Transition Committee (Camille Verdugo/ Pilar Vargas/ Chantelle Curtis)
    - i. The subcommittee nominated, voted and approved the Vice Chair role, Pilar Vargas. The Transition committee voted on the workgroup's items for family surveys and Child Find items which were approved to send to the General ICC committee to review. At their January meeting the subcommittee will evaluate new items to focus on.
  - b. Fiscal Committee (Amber Neubauer / Leo Huppert / Lisa Casteel)
    - i. They are looking for additional funding, looking for options that are outside the box and how to get parents paid if they are involved with the ICC.
  - c. Family Engagement (Laurie Shook / Alissa Eromae/ Tanya Goitia)
    - i. The committee is working on finding more families to share their stories. The facebook page has also gotten more traction, more people and more views and is requesting to be sent any new events, articles about early childhood so they can post on the website. Reviewing the process as well on how we get parents and they are still a bit

overwhelmed with the process and create a possible checklist since we finished the ICC Rack card.

d. Development Committee (Christopher Keck / Amy Munoz/Erica Melies)

- i. The committee is reviewing the welcoming process and who has joined the ICC or the subcommittees and work with Laurie on how to get more families involved. Dr. Keck has also moved from Interim Chair to full Subcommittee Chair for the Development committee.

8. AzEIP Updates

- a. At the final ICC meeting of the year, AzEIP Bureau Chief Ena Binns thanked council members, leadership, and partners for their dedication to strengthening Arizona's early intervention system and clarified that recent U.S. Department of Education partnership announcements do not affect IDEA Part C or AzEIP's mission. AzEIP staff shared updates on statewide outreach efforts, referral trends, public comment on major policy revisions, upcoming RFP timelines, monitoring and quality-improvement work, new professional development initiatives, and preparations for the annual target-setting process. The meeting concluded with a warm recognition of outgoing ICC Chair Sarah Greene, honoring her nearly decade-long service, leadership, and contributions to early intervention in Arizona.

9. Public Comment

- a. None

10. Action/Follow-up

- a. Reach out to Lisa Vallee about Open Meeting Law if needed

11. Schedule Next Meeting: January 15, 2026

- a. Next Executive Committee - February 19, 2026

12. Adjourn 11:59AM

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