



# Interagency Coordinating Council (ICC) for Infants and Toddlers

## ICC Committee Meeting Minutes - DRAFT

Virtual Meeting

Thursday, December 12, 2024

12:00am - 12:30pm

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  
Stephanie Collier  
Lana Graber  
Sarah Greene  
Dana Hutchings

Olivia Lindly  
Charlene May  
Amber Neubauer  
Sonia Samaniego  
Laurie Shook

#### Members (Subcommittee Appointees)

Kyle Hammond  
Christopher Keck  
Aanya Metrakos

Dani Merrill  
Tammy Sergent  
Camille Verdugo

#### Staff (AzEIP)

Anissa Albert  
Jerrilene Antone Morton  
Lisa Casteel  
Annie Converse  
Chantelle Curtis  
Tanya Goitia

Lidia Gonzales  
Jeremiah Hale  
Jessica Jimmerson  
Erica Melies  
Pamela Meurer  
Amanda Tipotsch  
Lisa Vallee

#### Public

DaJya Jackson

Ginger Sandweg

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### Minutes

1. Call to Order (Sarah Greene/Chair): 12:05pm

- a. Housekeeping Items (Sonia Samaniego/Vice Chair)
2. Read Public Member Notice (Sonia Samaniego/Vice Chair)
3. Minute Approval from September 26, 2024 Meeting (Sarah Greene/Chair)
  - a. Laurie Shook motioned to approve the minutes from September 26, 2024
  - b. Sonia Samaniego seconded the motion to approve the minutes from September 26, 2024
  - c. Laurie Shook, Lana Graber, Sonia Samaniego, Dana Hutchings, Sarah Greene, Stephanie Collier, Olivia Lindly, Kendra Benedict, Charlene May, and Amber Neubauer approved the minutes from September 26, 2024
4. Vote on which reporting path the ICC will take - Submit its own Annual Report to the Department of Education and the Governor or use the State Performance Plan (SPP) / Annual Performance Report (APR) in lieu of report (Sarah Greene/Chair)
  - a. Laurie Shook proposed to use the State SPP/APR
  - b. Lana Graber stated that a discussion could be held prior to voting either way, historically the ICC has always chosen to submit the AzEIP report and not done our own report
  - c. Sarah Greene called for discussion or comments
  - d. Laurie Shook motioned to use the AzEIP one because all of us are on a time crunch with the holidays coming and AzEIP's has always been reliable and okay
  - e. Lana Graber seconded the motion
  - f. Sonia Samaniego, Amber Nubauer, Laurie Shook, Stephanie Collier, Kendra Benedict, Olivia Lindly, Dana Hutchings, Sarah Greene Charlene May, and Lana Graber all in favor, motion passes to use the SPP/APR in lieu of creating our own annual report to the Department of Education
5. Vote on Proposed ICC 2025 Meeting Dates (Sarah Greene/Chair)
  - a. Sarah Greene called for discussion or comments
  - b. Laurie Shook stated that if it switches to Fridays she will have to step down, Thursdays are more accessible for her schedule
  - c. Lana Graber stated that given that we have done Thursdays the past year and most of the ICC council has been able to attend, also given the information Laurie has provided and how she feels about family participation on Thursdays, Lana motioned to take it to a vote
  - d. Laurie Shook motioned to approve Thursday meetings for 2025
  - e. Sonia Samaniego seconded the motion to approve Thursday meetings for 2025
  - f. Lana Graber, Stephanie Collier, Dana Hutchings, Olivia Lindly, Amber Neubauer, Laurie Shook, Kendra Benedict, Sarah Greene Charlene May, and Sonia Samaniego all in favor, motion passes
6. Action/Follow Up: Sarah Greene asked AzEIP to let her know if anything is needed for the annual report submittal
7. Public Comment: None
8. Schedule Next Meeting
  - a. According to the schedule just approved, the next meeting will be January 16, 2025 at 10:30am in which a vote will be taken to approve the SPP/APR
  - b. Lana Graber requested that a list of the final dates be sent out
  - c. Sarah Greene stated that the list will be sent out today
9. Adjourn 12:25pm

Persons with a disability may request reasonable accommodations, such as a sign language interpreter, by contacting Amanda Honeywood at (602) 532-9960 or email at [AzEIP@azdes.gov](mailto:AzEIP@azdes.gov). Requests should be made 48 hours prior to the meeting.

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.**