

INTERAGENCY COORDINATING COUNCIL FOR INFANTS AND TODDLERS WITH SPECIAL NEEDS

UNAPPROVED EXECUTIVE COUNCIL MINUTES

AUGUST 7, 2019
10:00 AM – 12:00 PM

CSHCN BUILDING
44 N MARIO CAPECCHI DRIVE,
SALT LAKE CITY UTAH 84132
CONFERENCE ROOM E

Attendees:

Gina Troop – Chair	Kelsey Lewis	Noël Taxin
Karen Borg – Co-Chair	Lisa Davenport	Mandy Zeschke - Phone

Excused:

Christine Evans

Minutes: Joyce McStotts, CSHCN Secretary

Agenda Items	Discussion
Welcome	Ms. Troop welcomed the Executive Council and opened the meeting at 10:23 am.
Approve Minute	The minutes from the May 22, 2019 Executive meeting were reviewed. <i>Ms. Borg made the motion to approve the minutes as written; Ms. Lewis seconded the motion. The motion passed unanimously.</i>
Meeting Time and Dates Discussion	<p>The Council reviewed the meeting dates of:</p> <ul style="list-style-type: none"> • September 25, 2019 • November 20, 2019 • January 22, 2020 • March 25, 2020 • May 27, 2020 <p>for the ICC General Meetings and there were no foreseen conflicts with the dates listed.</p> <p>The Council discussed possibilities of:</p> <ul style="list-style-type: none"> • Combining and streamlining meetings: <ul style="list-style-type: none"> ○ Including sub-committee meetings within the ICC General meeting time frame ○ Need for an independent chairperson for sub-committees ○ Holding the Executive meeting directly following the ICC General meeting • The importance of educating the ICC General Council on Early Intervention (EI) financial matters, which would assist the Council in making recommendations. • Including a financial component permanently on the ICC General Council agenda- For Example: Financial Discussion: <ul style="list-style-type: none"> ▪ Education:

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	<ul style="list-style-type: none"> ▪ Update: ▪ Priority: <ul style="list-style-type: none"> ➤ Priority for upcoming year <ul style="list-style-type: none"> • Review of last year’s priorities: finance, infant mental health, parent education • Setting 2019-2020 Council priorities, having obtainable priorities/goals, completing priorities/projects, and having a finished product at the end of the Council meeting year for recommendations to Baby Watch Early Intervention Program (BWEIP) and Legislation
Training Options Discussion	<p>Ms. Davenport reviewed the information pertaining to the Technical Assistance for Excellence in Special Education (TAESE) training and costs.</p> <p>The Council discussed the pros and cons of having the TAESE training for the ICC General Council, the importance of providing the training during the September meeting and the need to extend the meeting to complete the TAESE training and address additional Council business.</p> <p><i>Ms. Borg made a motion to hold the September meeting from 9:00 am to 5:00 pm and set the agenda as:</i></p> <p><i>9:00 to 9:15 Council business: (Welcome/approval of minutes)</i></p> <p><i>9:15 to 10:15 Finance Presentation/Update Brandi/Mykio</i></p> <p><i>10:30 TAESE Training</i></p> <p><i>12:00 Lunch Break</i></p> <p><i>12:15 TAESE Training</i></p> <p><i>4:30 Complete Council Business</i></p> <p><i>5:00 Adjourn</i></p> <p><i>Ms. Lewis second the motion. The motion passed unanimously.</i></p>
Write Mental Health Recommendations	<p>The Executive Council discussed the chair and co-chair preparing a draft of Infant Mental Health Recommendations to present to the ICC General Council for final approval and submission to BWEIP.</p>
Set Agenda	<p>The Council requested the ICC General Council meeting agenda be prepared according to the motion made by Ms. Borg.</p>
Next Meeting Schedules	<ul style="list-style-type: none"> • First ICC General Meeting will be held September 25, 2019 from 9:00 am to 5:00 pm to allow time needed to complete the TEASE training and address the finance presentation. • Due to the time constraints of the September 25, 2019 meeting, the next Executive Council meeting will be held on October 9, 2019 from 9:30 am to 11:30 am. • The Executive Council discussed adding an additional ICC General meeting on October 23 from 9:30 to 2:00 if needed after the September 25, 2019 meeting.
Adjourn	<p>Ms. Borg made a motion to adjourn the meeting at 12:30 pm.</p>

ACTION NEEDED

Note: These minutes are not intended to be a verbatim transcript but are to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

Date approved