

# Agenda

## Interagency Coordinating Council for Infants and Toddlers with Disabilities and Their Families (ICC)

September 24, 2025

9:00 am to 12:00 pm

Zoom (*public access*): <https://utah-gov.zoom.us/j/86968694035>

Meeting ID: 869 6869 4035

Time	Topic	Presenter
9:00	Welcome Attendance Approval of Minutes (May 14, 2025)	Sondra Stegenga
9:05	Public Meeting Training	Clover Meaders
9:20	Utah State University Technical Assistance for Excellence in Special Education (TAESE) ICC Training	John Copenhaver and Alex Langevin
11:45	Membership <ul style="list-style-type: none"><li>• Vacancies (parent)</li><li>• Chair and Vice-Chair: Nominate/vote</li></ul>	Sondra Stegenga Jessica Foard
12:00	Adjourn	Sondra Stegenga

\*Public comments can be submitted prior to the meeting by emailing Jessica Foard (jfoard@utah.gov)

## Future Meetings for 2025:

9:00 am to 12:00 pm

November 19, 2025

## Meeting Scheduling and Links

1. Baby Watch is no longer able to provide ICC Meeting calendar invitations to stakeholders and members of the public.
2. Members of the public must join the ICC meeting using the link provided on the Utah Public Meeting website.
3. Members of the public are encouraged to sign up for automated ICC Meeting notifications on the Utah Public Meeting website. Instructions available on [babywatch.utah.gov](http://babywatch.utah.gov) > Learn About the ICC.

## **Webinar Format and User Interface**

1. Virtual participation in ICC Meetings will be facilitated through Zoom Webinars.
2. Only ICC Council Members, Invited Guests/Presenters, and ASL Interpreters will appear in the Zoom Gallery.
3. ICC Council Members are identified in the Gallery by name tags that feature their name and the ICC composition requirement they fulfill.
4. The Chat feature is disabled throughout the ICC Meeting.
5. During Public Comment, members of the public can use the Q&A feature to communicate with the council. All meeting participants will be able to view Q&A messages on screen.
6. The Zoom Meeting Host can enable audio/video for members of the public as needed.

## **Attendance Procedures**

1. ICC Executive Secretary will take attendance at the beginning of each meeting, using the ICC Membership list for roll call.
2. ICC members must be present for roll call in order to be listed as participants in the ICC meeting minutes.
3. ICC Executive Secretary must verify that a quorum is present before the ICC can vote or conduct council business.
4. ICC Council Members must notify the ICC Executive Secretary by email at least 24 hours before a meeting, if they are unable to attend.

## **Distribution of Meeting Materials**

1. The ICC Executive Secretary will distribute the meeting agenda, unapproved minutes, and membership list to appointed council members only.
2. Members of the public can access meeting agendas, minutes, membership lists, audio/video recordings, and other related documents on the Utah Public Meetings website.

## **Subcommittees**

1. ICC Subcommittees must meet outside of ICC meeting time because they are not public meetings.
2. Subcommittees can request to be included on the meeting agenda as needed throughout the year.

