

Approved Minutes

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

January 28, 2026
9:00 am to 12:00 pm

Join Zoom Meeting (*public access*): <https://utah-gov.zoom.us/j/86968694035>
Meeting ID: 869 6869 4035

Future Meetings for 2026: Always 9:00 am to 12:00 pm

- March 25, 2026
- **May 20, 2026** (held a week early due to Memorial Day holiday)
- September 23, 2026
- **November 18, 2026** (held a week early due to Thanksgiving holiday)

Time	Topic	Presenter
9:00a	<p>Welcome – call to order</p> <p>Attendance - quorum achieved</p> <p>Approval of Minutes (November 19, 2025)</p> <ul style="list-style-type: none"> • Motion: Sondra Stegenga • Second: Dakota Matherly • Outcome: Yay – 17; Nay – 0; Abstain – 0 <ul style="list-style-type: none"> ○ November 19, 2025, minutes approved <p>Welcome new members!</p> <ul style="list-style-type: none"> • The Council welcomed Tiffany Hobbs (Foster Care), Brandi Ruden (DSPD), Jamie Brown (USDB), and Andi Beadles (Parent Representative) 	Sondra Stegenga
9:05a	<p>Voting: ICC Handbook Updates</p> <ul style="list-style-type: none"> • Co-Chairs Vs Chair & Vice Chair <ul style="list-style-type: none"> ○ The Council voted to transition from a "Chair and Vice Chair" model to a "Co-Chair" model. Positions will have staggered 2-year terms to provide better support for leadership. <ul style="list-style-type: none"> ■ Motion: Sondra Stegenga ■ Second: Janel Preston 	Sondra Stegenga

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Outcome: Yay – 16; Nay – 0; Abstain – 0; motion passed. ● Requirements for Co-Chair Roles (ICC Handbook Page 26) <ul style="list-style-type: none"> ○ Updated language clarifies that Co-Chairs must consist of one of the following roles: parent, provider, or local agency representative. ○ Clarification: Members of the BabyWatch Lead Agency are excluded from holding leadership roles <ul style="list-style-type: none"> ■ Motion: Sondra Stegenga ■ Second: Lisa Davenport ■ Outcome: Yay – 18; Nay – 0; Abstain – 0; motion passed. ● Terms (2 years) for Co-Chair roles <ul style="list-style-type: none"> ○ The Council agreed to have positions staggered to provide better support for leadership. 	
9:15a	<p>SPP/APR Updates</p> <ul style="list-style-type: none"> ● Gregg Reed presented on the FFY 2024 SPP/APR Annual Report that was submitted: <ul style="list-style-type: none"> ○ All compliance targets listed in this report are federally mandated by OSEP and cannot be changed by the State. ○ Members discussed the impact of inflation, provider shortages, and staff turnover on outcomes listed in report. Lisa Davenport noted that the BDI-3 evaluation tool will provide clearer child outcome data in 2027, when children who entered services prior to August 2024, and who were evaluated with the BDI-2 NU, have all aged out of early intervention. 	Gregg Reed
9:45a	<p>Presentation <i>Examining Early Intervention Referrals: Potential Implications for Child Find in Part C State Systems</i></p> <ul style="list-style-type: none"> ● Key Findings: <ul style="list-style-type: none"> ○ Referrals peak at 24 months as language delays become more 	Dr. Lauren Ccyk & Dr. Anne Larson

	<p>apparent.</p> <ul style="list-style-type: none"> ○ Medical providers represent 54% of referral sources, followed by families at 31%. ○ Children referred by families were the most likely to be found eligible by age 3. ○ Successful outcomes for Spanish-speaking families are tied to providers who understand their language and culture. 	
10:45a	<p><i>Moved to after presentation due to timing</i></p> <p>Lisa Davenport provided Baby Watch State & Federal Updates</p> <ul style="list-style-type: none"> ● OSEP audit report is currently with the federal Department of Education’s leadership for final signatures. Report will be shared once it is received. Local EI program audits will continue to be conducted in triennial groups of five. Programs will be notified once the schedule is finalized. ● Federal updates indicate that there are not currently any changes to Part C of IDEA. ● Noël Taxin presented the Baby Watch building block at the State Capitol to the Social Services Appropriations Subcommittee on January 26, 2026. The presentation was very well received by the Subcommittee. <p>Utah Public Notice & Utah Boards & Commissions Website Overview</p> <ul style="list-style-type: none"> ● Eliza reviewed ICC resources that are available online. <ul style="list-style-type: none"> ○ BabyWatch website: familyhealth.utah.gov/oec/baby-watch-early-intervention/ ○ ICC information moved under the “Get More Info” section using a drop-down. ○ As required for public bodies, the Interagency Coordinating Council (ICC) utilizes the Utah Public Notice Website at utah.gov/pmn/ for all formal 	<p>Lisa Davenport Eliza Hintze</p>

	<p>meeting notifications. This portal is also accessible via a link on the official Baby Watch website.</p> <ul style="list-style-type: none"> ○ The Public Notice Website serves as the central repository for upcoming meeting notices, agendas, and historical records. Following each session, the ICC will upload meeting minutes and recorded audio within 30 days of the meeting date. ○ Stakeholders are encouraged to subscribe to the ICC page on the Public Notice Website to receive automated email notifications regarding schedule changes or the posting of new materials ○ The website features a tool allowing users to directly sync scheduled ICC meetings to their personal digital calendars. ○ Eliza also reviewed the Utah Boards & Commissions website, where membership and composition of the Council is listed, along with a link to apply for any vacancies. 	
11:00a	Break	15 Minutes
11:15a	<p>Child Find Subcommittee and Ideas for Improving Outcomes & Access to Services for All Children in Utah</p> <ul style="list-style-type: none"> ● Stephanie Morgan provided an update regarding ongoing Child Find activities and led a Council discussion on future objectives: <ul style="list-style-type: none"> ○ Referral Feedback Form: The Council revisited the proposal to implement a formal referral confirmation process for early intervention referral sources. ○ Form Development: Using models from other states, such as Ohio, the Child Find Subcommittee is tasked with drafting a Utah-specific version of this form. 	Stephanie Morgan

	<ul style="list-style-type: none"> ○ Action Items and Procedural Requirements: Stephanie Morgan noted that a formal vote is required to proceed, referencing previous discussions in the November meeting minutes as no formal vote has been conducted. ○ Operational Considerations: Dakota Matherly highlighted potential challenges, including the administrative burden on providers and the technical requirements for saving and storing consents within the BTOTS system. These factors may introduce additional costs and burdens for local programs. ● Next Steps for Subcommittee: Lisa Davenport supports this work to identify how local EI programs can close referral loops with referring agencies and advised that the subcommittee must complete foundational groundwork before presenting a finalized proposal to the Executive Committee. <ul style="list-style-type: none"> ○ Process Refinement: Dakota Matherly emphasized that the subcommittee must define specific protocols, including timelines, responsibilities, and methods of transmission (e.g., fax or email). ○ Strategic Support: Summer Gunn expressed support for the subcommittee's objective to create more targeted Child Find activities, noting that the ICC will provide necessary support to achieve these goals. 	
11:40a	<p>Community Partners Update</p> <ul style="list-style-type: none"> ● Utah Parent Center: Esperanza Reyes <ul style="list-style-type: none"> ○ Esperanza Reyes was not in attendance, updates not provided. ● Department of Health & Human Services 	

	<p>(DHHS), Office of Early Childhood: Dakota Matherly</p> <ul style="list-style-type: none">○ Dakota Matherly shared that Baby Watch presented on January 26, 2026, to the State Legislature’s Social Services Appropriations Subcommittee. Encouraged everyone to watch the recorded presentation at le.utah.gov (also linked above)● Child Care Licensing: Melinda Fabrizio<ul style="list-style-type: none">○ Melinda Fabrizio was not in attendance, updates not provided.● Utah Schools for the Deaf and Blind (USDB): Jamie Brown<ul style="list-style-type: none">○ Jamie Brown stated that there was nothing to report at this time.● Children’s Mental Health: Leah Colburn<ul style="list-style-type: none">○ Leah Colburn provided an update regarding professional development opportunities:<ul style="list-style-type: none">■ Clinician Training: Through an established contract with the Children’s Center of Utah, specialized training sessions are being offered for clinicians.■ Free Training Opportunity: Child care providers who perform clinical diagnoses are eligible to attend these training sessions at no cost.■ Resource Distribution: Promotional flyers containing additional details have been forwarded to Dakota Matherly and Lisa Davenport for further circulation.● Part B: Chelsea Monroy (Oaks) provided a report on current annual performance data and compliance indicators:	
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	<ul style="list-style-type: none"> ○ Transition Compliance: A primary focus of the current data review is the transition of children from Part C to Part B services. ○ IEP Requirements: For children transitioning from Part C who are determined eligible for Part B, a completed Individualized Education Program (IEP) must be in place. ○ Performance Metrics: The state currently maintains a 98% accuracy rate regarding these transitions. ○ Noncompliance Findings: Data analysis revealed only six individual instances of noncompliance, affecting three Local Education Agencies (LEAs). ○ Summary: While there is a continued commitment to improvement, the overall average remains high and reflects strong system performance. ● Early Head Start: Kallie Stewart <ul style="list-style-type: none"> ○ Kallie Stewart stated that there was nothing to report at this time. 	
11:50a	<p>Public Comment</p> <ul style="list-style-type: none"> ● Joseph Petersen (Kids on the Move): Provided an update regarding the Consortium Request for Applications (RFA) and legislative efforts: <ul style="list-style-type: none"> ○ Noted that Senator Stratton is sponsoring the initiative. ○ Expressed support for the Baby Watch Early Intervention Program (BWEIP) presentation and confirmed progress on the RFA. ○ Requested Council support for the RFA, which proposes a \$4.5 million funding allocation. ○ Shared a strategic vision for referrals: streamlining the process for referents and demonstrating the value of the referral loop. ○ Advised the Child Find Subcommittee 	Sondra Stegenga

	<p>to incorporate these objectives when developing the follow-up referral form for referents.</p> <ul style="list-style-type: none"> • Shaun Mower: Addressed the Council regarding budget and legislative matters: <ul style="list-style-type: none"> ○ Extended appreciation to Joseph Petersen and providers for their leadership on RFA and budget issues. ○ Offered assistance from the Finance Subcommittee to support these efforts as needed. ○ Acknowledged the valuable information shared by Dakota Matherly regarding the legislative presentation. ○ Expressed interest in the progress of the current legislative session. • Stephanie Morgan: Noted a technical discrepancy on the Utah Public Notice Website: <ul style="list-style-type: none"> ○ Reported that the agenda link on the public notice site incorrectly lists a January 2024 date and requested a correction to reflect the current meeting. 	
12:00a	<p>Adjourn</p> <ul style="list-style-type: none"> • Motion: Sondra Stegenga • Second: Summer Gunn • Outcome: Yay – 17; Nay – 0; Abstain – 0; meeting adjourned. 	Sondra Stegenga

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

Attendance:

- Interpreter(s): Makenzie Rice-Hunsaker
- ICC Members: Andi Beadles, Brandi Ruden, Chelsea Monroy (Oaks), Cindy A with USDB, Dakota Matherly, Jamie Sellers, Jamie Brown, Jan Ferre, Janel Preston, Kallie Stewart, Kelly Garcia, Leah Colburn, Mandy Zeschke, Matthew Donahoo, Tiffany Hobbs, Robert Palmer, Shaun Mower, Sondra Stegenga, Stephanie Morgan, Summer Gunn
- Administration: Jessica Foard, Eliza Hintze
- Presenters: Gregg Reed, Dr. Lauren Cycyk & Dr. Anne Larson

- Public: Amber Petersen, Ari Aryazand, Brandi Peterson,Carolynn Nauta, Cherice Mendez, Crystal Ghica, Curt Phillips, DDI Vantage Early Intervention, Diane Lawson-Glenn, Elizabeth Cave, Heather Waters, Janeal Dugmore, Jeana Burgess, Jennifer James, Joseph Petersen, Kris Evans, Lauren Ortiz, Lupita A., Lyda Becerra, Marla Nef, Michelle Burton, Mirna Chavez, Summit County Early Intervention, Tammy Allred, Teresa Riley, Wendy Cross

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. It is preferred that ICC members participate at the anchor location. If unable to attend in person ICC members should use the individualized Zoom "panelist" link sent to them prior to each meeting.
3. Members of the public must join the ICC meeting either in person or using the link provided on the Utah Public Meeting website.
4. 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 > 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.