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# Interagency Coordinating Council (ICC) on Early Intervention

Communications and Outreach Committee Minutes

February 5, 2026

[Meeting Recording](#)



# MEETING MINUTES

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## OPENING

- Welcome
- Housekeeping Items
- Introductions/Roll Call
- Review Agenda

## UPDATES FROM COMMITTEE CO-CHAIRS

- Robert Rochin welcomed everyone and reviewed the group's five priorities:
  - Define and promote purpose of the Interagency Coordinating Council (ICC).
  - Re-evaluate the existing ICC outreach materials.
  - Empower current members as champions of the ICC.
  - Establish a mentorship program for new ICC members.
  - Guide the recruitment of the ICC through a diversity lens.
- Doug reiterated the importance of hearing from families and providers all over California.
- Jasmine Suo shared housekeeping items, including how to access Spanish and American Sign Language (ASL) interpretation, how to share comments, and how to use chat.
- Jane Lee performed a roll call and invited any community representatives whose names were not called to email her at [jane.lee@dds.ca.gov](mailto:jane.lee@dds.ca.gov) to record their attendance.

## REVIEW PROGRESS ON NEW MEMBER ORIENTATION POWERPOINT

- Robert Rochin gave a summary of past meeting activities, including gathering historical ICC documents and planning for the new resources. Planning efforts focused on a new member agenda and PowerPoint presentation that use family-friendly language and thinking about the mentorship program.
- The draft PowerPoint (PPT) was shared on screen.

- Doug Erber suggested having one orientation for families and one for professionals.
  - Jenifer Pearsall agreed.
  - Yuuko Johnson noted that providers are also continuously learning about the many facets of early intervention. Julie Maier agreed.
  - Julie Maier wondered if the version could be the same, so everyone has access to the same information no matter the role. Several others agreed.
  - Doug Erber reflected and agreed that one version seems like a more unified approach. He noted the importance of making it readable and explaining acronyms.
- On the “Advise and Assist” slide, Doug Erber wondered what the “grant application” referred to.
  - Debbie Sarmiento believes it was the federal application, and Jane Lee agreed that it was the “grant application to the United States Department of Education.” More helpful language would also include explaining the Annual Performance Report in more detail.
  - Doug Erber noted that the explanations should be approachable, so new members are not overwhelmed, and he pointed out other places on the slide to spell out or explain acronyms.
  - Julie Maier shared that the presenter notes offer more clarity, but it should spread over several slides since there is a lot of information. For example, information about dispute resolution is important for families.
- On the “Authorized Activities” slide, Robert Rochin asked whether the activities still true.
  - Doug Erber – the way “Advisory councils...” is written, it may seem that those are different councils.
  - Julie Maier wondered if that line refers to ICC Council Reports, or if it means ways members stay informed outside of ICC meetings.
  - Debbie Sarmiento thinks one line may relate to a charge that the state ICC has from the federal government.
- On the “History” slide, Robert Rochin noted that what is missing is more about family involvement.
  - Julie Maier noted that the version shared for review did not have access to presenter notes and agreed that more should be added to History.
  - Robert Rochin and Doug Erber noted the need to add “accomplishments” to the History.

- Shanice Orum asked if there are links for people to select where they could read/learn more and suggested including video and/or narratives about how the ICC impacts families. Several others agreed that links to learn more would be helpful.
  - Robert Rochin agreed, and Jane Lee shared links to the [ICC](#) webpage and the Early Childhood Technical Assistance Center's webpage on [Child Find Federal Requirements](#).
  - Julie Maier shared that "Part C Child Find is a federal Individuals with Disabilities Education Act requirement for states to actively identify, locate, and evaluate all infants and toddlers (birth to age 3) with suspected disabilities or developmental delays. It ensures early intervention services are provided promptly, requiring referrals within 7 days of identification and a 45-day timeline for evaluation."
- On the "Structure" slide:
  - Doug Erber doesn't recall having an Executive Committee. Debbie Sarmento recalls that there may have been an Executive Committee and suggested asking Marie Poulsen for details.
  - Julie Maier suggested including a statement from a parent and a professional for each committee, so people have a better understanding of what to join.
  - Robert Rochin expressed interest in making short videos of the statements to post and there was short conversation about securing interpretation and translation for the videos. He shared the idea of inviting members to support video work.
- On the "Members" slide:
  - Robert Rochin noted that the information needs to be checked against the regulations.
  - Doug Erber wondered about the member term length.
    - Jane Lee noted that she doesn't believe there is currently a term limit and to make a change, an amendment to [the bylaws](#) would be required.
    - Doug Erber wondered about the benefits and challenges of term limits and how to respond when a member doesn't participate for years in a row.
- On the "Meetings" slide:
  - No comments.
- On the "ICC Recommendations" slide:
  - Robert Rochin noted that it's outdated.

- Debbie Sarmiento suggested renaming the slide to “Topics that the ICC Addresses” and make a note introduction broader since it changes over time.
- Lupe Rojas-Sanchez noted that the new family outcome of focus is social emotional and agrees with Debbie about expanding the title. Julie Maier agrees and notes that natural environment is still important to include.
- Robert Rochin suggested adding a note, such as: The ICC promotes and strengthens a coordinated system of services and supports.
- On the “Even More Recommendations” slide:
  - Robert Rochin noted that the slide could start with current recommendations, then mention past recommendations.
  - Doug Erber suggested a bullet point that says “accessibility” in regard to services for children. Julie Maier added that accessibility could also include types of disabilities, such as low incidence disabilities.
- Jane Lee will create an editable, working version of the PPT that members of the committee can review and edit.
- Yuuko Johnson suggested reviewing other state ICC orientations for inspiration, and shared New Mexico’s state ICC orientation.
  - [ICC Orientation: The New Mexico’s Family Infant Toddler ICC](#)
  - [New Mexico Early Childhood Education & Care: Interagency Coordinating Council \(ICC\) website](#)
- On the “ICC Web Site” slide:
  - Regarding travel procedures, Robert Rochin wondered how people learn about Concur.
  - Jane Lee shared that the travel procedures are no longer on the public site. Instead, an email is sent to members early each year with travel information. A travel training could be discussed.
  - Robert Rochin noted that the slide could include “ask your mentor” about travel. He also wondered if it should be left out of the PPT since it’s a lot of information. After some discussion with Doug Erber, Robert Rochin noted that the information might be placed into the upcoming handbook.
- On the “Moving Ahead” slide:
  - Robert Rochin would like this part to be recorded and encourage attendance as an optional live meeting in-person or via Zoom.
  - Robert Rochin, Doug Erber, and Julie Maier all noted that the last three bullets need more explanation.

## PUBLIC INPUT

- There were no comments during this time.

## VOTING ON ANY PROPOSED ACTION ITEMS AND NEXT STEPS

- Actions items
  - Jane Lee to share editable PPT presentation.
- A meeting prior to the May ICC meeting was scheduled for April 1<sup>st</sup> from 12:00 PM to 1:00 PM.
- Jane Lee noted that the next ICC meeting and Communications meeting is May 7<sup>th</sup> and 8<sup>th</sup>, 2026.
- Meeting adjourned at 3:40 PM.

# MEETING ATTENDEES

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## APPOINTED MEMBERS PRESENT

Doug Erber

Marie Poulsen

Shanice Orum

## COMMUNITY REPRESENTATIVES PRESENT

Debbie Sarmiento

Lisa Schoyer

Yuuko Johnson

Julie Maier

Robert Rochin

## INTERPRETERS PRESENT

Sharon Solow, ASL

AnaElvia Sanchez, Spanish

Crystal Vanderwal, ASL

Alejandra Serrano, Spanish

## OTHERS PRESENT

Brigida Salinas

Jane Lee, DDS

Joni Hasselbring, DDS

Courtney Chandler

Jasmine Suo, DDS

Lupe Rojas-Sanchez

Crystal Perez

Jenifer Pearsall

Rachel Wilson, DDS

Cynde Josol

Jenine Schmidt, DDS

Suada Sergio

Dulce Flores



# Questions?

Contact DDS/Early Childhood and Youth Services Division

**Email:** [earlystart@dds.ca.gov](mailto:earlystart@dds.ca.gov)

**Phone:** (800) 515-2229

**Mailing Address:** 1215 O Street, MS 7-40  
Sacramento, CA 95814