**State Interagency Coordinating Council (SICC)**

**Quarterly Meeting Minutes**

**Date:** Thursday, July 9, 2020

**Time:** 1:00 p.m. – 3:00 p.m.

**Location:** VirtualZoom Meeting

**Members Present:**

Marilee Andrews

Tracy Barker

Rebecca DeLaSalle

Marc Garnier

Jennifer Hannon

Kathryne Hart

Antiqua Hunter

Colleen Klein-Ezell

Angela Lorio

Shanida Mathieu

Ursula Oustalet Meaux

Chriscella Metoyer

Tawnya Moore

Joy Pennington

Ann Phillips

Bambi Polotzola

Fiona Ritchey

Brenda Sharp

Kahree Wahid

**Members Absent:**

Mike Billings

Leslie Doyle

Soundra T. Johnson

Michelle Roberie

Libbie Sonnier-Netto

**Others present:**

Melanie Washington

1. **Call to order**: at 1:00 PM by SICC Committee Chair Shanida Mathieu
2. **Roll Call and Introductions**

**Quorum Present**: 19 of 24 Committee members present (11 required)

**II. Old Business**

1. **Review and Approval of Minutes from Past Meetings**:Minutes of the January 9, 2020 quarterly meeting were reviewed.

**Motion to approve January 9, 2020 minutes by Angela Lorio. Seconded by Ursula Oustalet Meaux. Motion Carried.**

1. **New Business**
2. **EarlySteps Family Story**: Kathryne Hart shared her family’s journey in the EarlySteps program with meeting attendees.
3. **Executive Directors Report:** **Melanie Washington** *(see attached report for full details)*

The Council was updated on membership status: New members were appointed on June 26, 2020 – Kahree Wahid (Head Start - reappointed), Chriscella Metoyer (Head Start), and Marilee Andrews (DD Council). Louisiana Legislature seat is still vacant. Representative Stephanie Hilferty has been asked to fill the seat but we haven’t heard back at this time.

The Action Planning Committee submitted a draft of the SICC Action Plan. The draft has not been refined and finalized at this time.

The SICC is planning an orientation training and contracting with the Technical Assistance for Excellence in Special Education (TAESE) Center. The contract details were discussed and will be finalized in the upcoming weeks. Council members suggested the Training Center allow the Council to have a copy of the training material and webinar for future use.

Angela Lorio made a motion to accept the TAESE proposal. It was seconded by Kahree Wahid. Motion carried.

1. **Lead Agency Report:** **Brenda Sharp** *(see attached report for full details)*

Annual Performance Report was submitted in April. Determination was name on June 23, 2020. Louisiana received a meets requirements for the second year. The SSIP was also submitted but no feedback will be given until February 2021.

Every year, in May, EarlySteps applies for their federal funding through IDEA Part C. Somewhere between January/February through May the application is posted on the website for public comments. If there are any policy changes or recommendations that are to be considered a public hearing is scheduled. There was none this year. EarlySteps received their award of $7,021,584 on July 1, 2020. There was an increase of $6,407. There were no state budget cuts to EarlySteps.

Plan for TEFRA-like program update. A proposal from the department was sent to CMS. There is a public comment period and EarlySteps families will be receiving a notice for public comment.

As phase 2 has been extended, EarlySteps has not had any changes to its service delivery model at this time. Once the Governor moves the state into Phase 3, EarlySteps Service Delivery guidance will go out. Family signatures, for a period, were allowed by verbal consent. Starting in June, the signatures were required again and e-signatures are accepted.

EarlySteps has been collecting data via survey from providers and families about teletherapy successes, challenges, and recommendations going forward. They have received over 450 responses from providers, over 530 responses from families and the survey will continue to run through July 15th. Once the data are analyzed, the results will go out to everyone.

**SSIP Committee Reports**

1. **Family Assessment Workgroup –** Monica Stampley (EarlySteps COS)

This workgroup met virtually on July 25, 2020 to review the practice profile. There were two subgroups that were born from that meeting. These two groups will be meeting in the upcoming weeks. A bright spot from Family Assessment is that the teletherapy recorded sessions have been beneficial for several different reasons, including the ease of reviewing of the family assessment fidelity tool.

1. **Service Delivery Supports Family Priorities** – April Hearron (RC for Region 7 – Shreveport Area): This workgroup was planning to begin to develop a fidelity tool for visits in Early Learning Centers for direct service providers. However, with all of the changes, this has been put on hold. The new focus is teletherapy. Tips for teletherapy was crossed referenced with the DEC Recommended Practices and sent out to providers. The next steps are to review and update the practice profile with new information and resources and update the workplan. Next meeting is July 30th.
2. **Team Based Practice Supports** – Timothy Butler (RC for Region 3 – Lutcher Area): Team Based practices has gotten really good feedback overall regarding team meetings and telehealth. This workgroup wants to work telehealth team meetings in their future planning because it has worked well. Their numbers have improved using this system. The next meeting information is forthcoming.
3. **Action Planning Committee** – The committee established three priorities for the full council work on in the upcoming year. However, the action plan is in draft status at this time. It needs to be reviewed, discussed, and refined. The goal is to get feedback from the TAESE trainer and touch base with the committee following that training.

**V. Other Business**

1. **ICC Questions, Comments, Concerns**

None reported.

1. **Agency Updates**

Bambi Polotzola – The Governor’s Office of Disability Affairs will host its annual conference on July 23-24, 2020.

Fiona Ritchey – The Five-Year Needs Assessment and priority setting is underway. It consists of two domains that involve EarlySteps. The Child Health Domain is headed by Fiona Ritchey and they are working on Infant and Caregiver secure attachment which aligns with EarlySteps. She will send out related material as it becomes available. This department is also working on improving rates of developmental screenings and making referrals to EarlySteps. The Early Childhood Risk and Reach Report is expected to be complete by late fall/early winter. It is a parish by parish breakdown of 21 indicators of risk to children’s health, birth to five, and the reach of eight publicly funded early childhood programs (EarlySteps being one of those). Significant changes have been made to this report and they will be shared once it is complete.

1. **Public Comments**

Hilary Bordelon emailed her concern regarding LDOE not allowing special instructors to receive their teacher certification. The letter was read into the record and will be followed up on in the SICC Executive Committee.

**VII. Adjournment**

* **Motion to adjourn by Angela Lorio, seconded by Marc Garnier. Motion Carried.**