**State Interagency Coordinating Council (SICC)**

**Quarterly Meeting Minutes**

**Date:** Thursday, January 13, 2022

**Time:** 1:00 p.m. – 3:00 p.m.

**Location:** VirtualZoom Meeting

**Members Present:**

Susannah Boudreaux

Jennifer Hannon

Kathryne Hart

Antiqua Hunter

Ursula Oustalet-Meaux

Marilee Andrews

Joy Pennington

Ann Phillips

Bambi Polotzola

Kahree Wahid

Tracy Barker

**Toni Ledet***(proxy for Brenda Sharp)*

**Stacie Trepagnier** *(proxy for Susannah Boudreaux)*

**Members Absent:**

Brenda Sharp *(Proxy present)*

Mike Billings

Marc Garnier

Soundra T. Johnson

Rebecca DeLaSalle

Susannah Boudreaux *(Proxy present)*

Marc Garnier

Chriscella Metoyer

Leslie Doyle

Colleen Klein-Ezell

Rep. Rodney Lyons

Angela G. Lorio

**Others Present:**

Alishia Vallien

1. **Call to order**: at 1:00 PM by SICC Chairperson, Kathryne Hart
2. **Roll Call and Introductions**

**Quorum Present**: 13 of 23 Committee members present (13 required)

1. **Old Business**
2. **Review and Approval of Minutes from Past Meetings**:Minutes of the **October 14, 2021,** quarterly meeting were reviewed.

**Motion to approve October 14, 2021, minutes by Ursula Oustalet-Meaux. Seconded by Joy Pennington. Motion Carried**

1. **New Business**
2. **Executive Directors Report:** **Alishia Vallien**

ED’s activities for the month were discussed. ED mentioned the need for two more providers on the council.

**B. Lead Agency Report:** **Brenda Sharp** *(Toni Ledet, Assistant Program Manager for Early Steps, shared report) (see attached report for full details):*

Toni gave COVID updates.

**Annual Performance Report (APR):** Toni shared final results and SSIP information. The Council was informed that the OSEP format was used to submit report to the state.

**State Systemic Improvement Plan:** SSIP missed target due to COVID. There will be webinars in January. There will be a continued look at data. Child count by age and region chart was discussed. Family Cost Collection data was shared. There was a decrease.

**State of the Region:** *See emailed report; no presenters*

**C. SSIP Committee Reports**

**a. Family Assessment Workgroup (Monica Stampley) –** There were three Zoom Trainings. The trainings consisted of six Regional Coordinators, four SPOE regions and 22 FFC agency supervisors. The next training will be February 18 at 9:00. The trainings were on the fidelity tool. The goal is to complete all training by June of 2022.

**b. Service Delivery Supports Family Priorities (April Hearron) –** PD trainings will be in January and February.

**c**. **Team Based Practice Supports** –Toni Ledet: They will meet at the end of January.

1. **Other Business**

A motion was made by Ursula Oustalet-Meaux to update the APR with graphs and charts since APR template does not allow them. Seconded by Joy Pennington. Motion carried.

1. **Public Comments**

Joy Pennington asked providers to complete Survey Monkey that was emailed to them. Marilee Andrews can advertise vacancies on the Developmental Disability Council Social media platforms. TEFRA was discussed.

**VII. Adjournment**

**Motion to adjourn by Bambi Polotzola, seconded by Kahree Wahid. Motion Carried.**