**State Interagency Coordinating Council (SICC)**

**Quarterly Meeting Minutes**

**Date:** Thursday, October 10, 2019

**Time:** 1:00 p.m. – 3:00 p.m.

**Location:** Claiborne Building, Thomas Jefferson Room 1-136

**Members Present:**

Tracy Barker

Leslie Doyle

Jennifer Hannon

Kathryne Hart

Antiqua Hunter

Colleen Klein-Ezell

Angela Lorio

Shanida J. Mathieu

Ursula O Meaux

Tawnya Moore

Joy Pennington

 Ann Phillips

Bambi Polotzola

Fiona Ritchey

Michelle Roberie

Brenda B. Sharp

Libbie Sonnier-Netto

Sandee Winchell

**Members Absent:**

Mike Billings

Rebecca DeLaSalle (proxy present – Sallie Hitchens)

Marc Garnier

Soundra T. Johnson

Patricia H. Smith

**Others present:**

 April Hearron

 Tracy Crump

 Monica Stampley

 Diane Pitts

 Timothy Butler

 Ariana Alexander

Terry Coombs

Joanna Cottrell

Jennifer Johnson

Mary Hockless

Valencia Allen

Penny Thibodeaux

 Holly Bell

Monica Dowden

Valarie Laday

Melanie Washington

April Dunn

Tedra Landreaux

Chrissy Kraemer

Casey Ballard

China Guillory

Samantha L. Whitt

Stephanie Post

Paula Mativi

Selina Giuiland

Anthony Stafford

Nicole Meyers

Deborah Fontenot

Ashley Casteel

Michele Walker

Sue Mathes

Stephanie Thomas

Torrie Keller

Hollie Tullier

Brady Middleton

Toshia Laing

Joyce Ridgeway

Sallie Hitchens

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

 **Quorum Present**: 18 of 23 Committee members present (12 required)

**II. Old Business**

1. **Review and Approval of Minutes from Past Meetings**:Minutes of the April 11, 2019 quarterly meeting were reviewed.

**Motion to approve April 11, 2019 minutes by Bambi Polotzola. Seconded by Libbie Sonnier-Neto. Motion Carried.**

**III. New Business**

1. Executive Directors Report: **Melanie Washington** *(see attached report for full details)*

The Council was updated on membership status: Leslie Doyle (Preschool), Tawnya Moore (DCFS), Ursula O. Meaux (Provider), and Kathryne D. Hart (Parent) were all appointed. Head Start seat remains open at this time.

Melanie Washington provided a brief summary of the Office of Special Education Programs (OSEP) Pre-Conference Take-Aways and Recommendations for an effective ICC. After much discussion regarding strategic planning, there was a motion from this report: **Sandee Winchell motioned that the SICC move forward to develop an action plan that aligns with the State Systemic Improvement Plan. Kathryne Hart seconded. Motion Carried.**

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

 The Annual Performance Report received the highest level of determination, which is meets requirements. There are nine indicators that are reported on. The process for collecting and analyzing data comes from Office of Special Education Program guidance. That guidance ended on June 30, 2019 and there hasn’t been any new guidance at this time. OSEP recommended that EarlySteps get stakeholder input for setting targets until the new guidance comes out. There will be regional meetings and online meetings to solicit stakeholder input for setting targets. There will also be a survey monkey where people can vote on targets.

 Differentiated Monitoring and Support Process (DMS) OSEP also has a state risk assessment where states are given a designation in four areas. The areas identified are child outcome results, compliance, fiscal, and the SSIP. Louisiana received the highest designation (Universal) in all four areas for its level of engagement.

The first coffee talk was held September 4, 2019 and there were approximately 70 participants. The topics discussed were claims submissions, billing, and payments. The next coffee talk is scheduled for October and will focus on resetting APR targets.

Reaching for Success, Family Support Coordination program services were terminated with Medicaid and EarlySteps as of October 8, 2019 due to non-compliance.

There was a slight increase in federal allocation. EarlySteps received a little over $2 million in additional state funds for last year and a little over $2 million this year as a result of growth.

Brenda addressed questions that were asked regarding children with visual impairment.

**Why are the numbers so low for children identified as visually impaired and how many are being served?**

The answer is complex. Many children who are VI also have other diagnoses and VI is a component of that. If there is an eye condition that can be resolved through treatment/observation/reassessment, those children may no longer need EarlySteps for the VI. (There was much discussion that isn’t captured here. For more information please feel free to contact Brenda Sharp)

Kathryne Hart explained that Louisiana doesn’t participate in a program called Babies Count. There are assessments that this program offers that can be helpful to EarlySteps in identifying vision issues in babies.

1. **SSIP Committee Reports**
2. **Family Assessment Workgroup –** Monica Stamply (EarlySteps COS)

On 10/10/19, the Family Assessment Workgroup met in Baton Rouge. SPOEs in Regions 3, 4, 5, 6 and 10 will continue with the implementation phase by completing the Fidelity Tools and submitting them to their respective Regional Coordinator. The Family Assessment work plan has been updated. All members of the Family Assessment Workgroup have received a copy of the Family Assessment work plan, practice profile and a copy of the DEC Recommended Practices.

1. **Service Delivery Supports Family Priorities** – April Hearron (RC for Region 7 – Shreveport Area)

Our work group finalized the home visiting tool and all regional coordinators were trained on how to administer the tool.  Every regional coordinator will have 3 observations completed by the January meeting and those will be reviewed.  The work group will now start focusing on developing a fidelity tool for childcare visits.

1. **Team Based Practice Supports** – Timothy Butler (RC for Region 3 – Lutcher Area)

Group met on October 10, 2019 with 19 individuals attending. We discussed the continued piloting of the Teaming Fidelity Tool and reviewed the results for the last two quarters which showed average score on all items of 2.6 with 3 being the maximum score for the Division for Early Childhood practice being in place. The Teaming Fidelity Tool will continue to be piloted over the next quarter with the results being discussed at the January 2020 SICC meeting. Statewide training and implementation of the Teaming Fidelity Tool is in the planning stages for statewide roll out with Service Coordination Agencies and System Points of Entries.

A discussion also took place on the Notice of Action/Team Meeting Minutes Form that was modified and piloted over the last two quarters. Positive feedback was received and continue piloting will take place over the next quarter which will be discussed again at the January 2020 SICC meeting with statewide rollout planned in the near future.

**V. Other Business**

1. **Orientation**

It was decided that orientation will be held for one hour during the lunch break on days of the SICC meetings.

**Ann Phillips motioned that SICC orientations will be held for 30 minutes during each of the lunch and learns that are held from 11:30 – 1:00pm during the SICC Quarterly meetings. Seconded by Jennifer Hannon. Motion Carried.**

1. **Agency Updates**

LDOE- Preschool: Leslie Doyle gave on overview of their Family Childcare Pilot

1. **Public Comments**

 Governor’s Office of Disability Affairs is looking for nominations for the Gold Awards.

**VII. Adjournment**

* **Motion to adjourn by Angela Lorio, seconded by Leslie Doyle. Motion Carried.**