

State Interagency Coordinating Council

Minutes

April 21, 2017

Members Present:

Dr. Carlotta Kimble
Stacey Wright
Molly White
Matt McTeer (rep. for DSS)

Dr. Tracy Stroud
Pam Thomas
Heike Johns (rep. for DMH)
Donna Cash

Lori Masek (rep. for DSS)
Kim Reinhardt (rep. for
DHSS)

Members Not Present:

Julie LePage
Christy Collins

Kayla White
Lesley Bickel

Sherri Bramhall

DESE Staff Present:

Tina Lawson
Michele Benner

Sarah Camp
Beth Loethen

Pam Schroeder
Judy Goans

To review copies of handouts referenced in the minutes below, go to the following website:

<http://dese.mo.gov/special-education/advisory-panels/state-interagency-coordinating-council-sicc/meeting-dates> and click on “Handouts” for the April 21, 2017, meeting.

Call to Order, Welcome and Introductions - Pam Thomas temporarily assumed the role of chair for this meeting in absence of a co-chair. The meeting was brought to order at 10:05 and introductions were made by those attending in person and participating via conference call.

Pam noted a few organizational changes were made to the SICC agenda that were suggested by Kayla White, SICC parent member, to be respectful of the council members’ and guests’ time and ensure a smooth start to the meeting.

Approval of the SICC Minutes from January 2017 – Pam Thomas asked for a motion to approve the minutes from the January 13, 2017, SICC meeting. Kim Reinhardt made a motion to approve the minutes and Dr. Carlotta Kimble seconded the motion. All were in favor with no one opposed. Motion carried.

Update from SICC members:

- Donna Cash, Department of Elementary and Secondary Education (DESE), shared the dates for two upcoming conferences. Federal Programs, DESE, will be hosting a conference September 17-19, 2017, at Tan-Tar-A Resort, Osage Beach, Missouri. Several sessions will include updates on the Every Student Succeeds Act (ESSA). The National Association for the Education of Homeless Children and Youth (NAEHCY) will be holding their yearly conference in Chicago, Illinois, October 28 – 31, 2017. Several sessions at that conference will include discussions around early childhood.
- Lori Masek, Department of Social Services (DSS), Children’s Division, oversees the Child Abuse Prevention and Treatment Act (CAPTA) grant. Any child under the age of three who is involved in a substantiated case of abuse or neglect must be referred to the First Steps program to be compliant with federal regulations. The Children’s Division is hopeful that improvements made to the First Steps online referral system will improve their CAPTA referral data. The CAPTA

reports can be found at the following link: <https://dese.mo.gov/special-education/first-steps/data-budgets-reports> . Lori has also been working with Pam Thomas to update a Practice Point for Children’s Division staff on the updated First Steps referral system.

- Dr. Tracy Stroud, provider with the Thompson Center for Autism & Neurodevelopmental Disorders, shared that the Thompson Center will be hosting two upcoming events. The first event is for children who have a sibling with special needs. The second event is a One Day Parent Conference for Families of individuals with autism. Additional information on these events can be found at the following website: <https://thompsoncenter.missouri.edu/events/>.
- Kim Reinhardt, Department of Health and Senior Services (DHSS), shared that DHSS will be hosting a Family Partnership Parent and Caregiver Retreat at the Lodge of the Four Seasons later this year. The retreat is for families that receive special health care services and, if additional space is available, it will be opened up to other families with special needs children. Also, Venice Wood, Brain Injury Unit Manager, is traveling throughout the state presenting information on Traumatic Brain Injury (TBI). If anyone would like to schedule a presentation with Venice her email address is: Venice.Wood@health.mo.gov.
- Heike Johns, Department of Mental Health (DMH), shared that their Children’s Services Coordinator is working on guidance focused on children with co-occurring disorders. There will be several one page documents created for dissemination when the guidance is completed.
- Stacey Wright, Missouri Head Start State Collaboration Office, shared that their office is partnering with DMH, Head Start and Early Head Start for the Head Start trauma collaborative. Dr. Patsy Carter, DMH, will be holding a 2-day training session on being trauma informed for this group later in May. The Head Start Collaboration Office is also part of a work group that is looking at developing a partnership guide for local Head Start grantees to establish local agreements to support partners. This tool will enable Head Start grantees to have local agreements that bring together equal and likeminded agencies that support children and families.
- Pam Thomas shared that the next Early Childhood Special Education (ECSE) partnership meeting is April 26 at the Truman building. One topic they will be discussing is blended funding. Also, the Conference on the Young Years (CYY) was held March 9-11, 2017, with record attendance. A home visiting strand was available this year for the first time. Information on the March 8-10, 2018, CYY can be found at the following link: <https://dese.mo.gov/quality-schools/early-learning/conference-young-years>.

Communications from Guests – None

Task Force/Committee Reports

- **SICC Membership – SICCCo-chair** – Pam Thomas shared that Kayla White continues to express interest in the SICCCo-chair position, but she was unable to participate in today’s meeting. DESE will address the SICCCo-chair position in the September meeting. Related to membership, the SICCC currently has seven vacant positions. The DESE liaison to Boards and Commissions requested information on the status of the SICCC vacancies, but at this time received no new updates to share with the council.
- **Parent Committee – EIT Brochure** – Tina Lawson, First Steps Area Director, updated the council on the current activity for the parent committee, which is to consolidate the Early Intervention Teams (EIT) brochures from three brochures to one brochure. The parent committee held a call with SICCC parent members and additional parents from Regional Interagency Coordinating Councils (RICCs). The parents gave input on what they felt was important to include and what could be eliminated from the brochures. The SPOEs were also asked for their input on a new

brochure. With this input, DESE will work on a draft of the new brochure that will be brought back to the SICC at a later date.

Mission Moment – Heather Bahr – Tina Lawson and Vicki Penberthy, SPOE Region 9 Director, introduced Heather Bahr who presented the Mission Moment. Vicki Penberthy was Heather’s service coordinator when her family joined the First Steps program. Vicki shared how committed Heather was to her son and how she would follow through on all activities given to her by her therapists to improve her son’s outcomes. Her son went into kidney failure two days after he was born, but last year he received a new kidney and is now thriving. Heather spoke to the group about the experiences her family had with First Steps and how much they have supported her son’s development and her family.

Special Report

- **Missouri Coordinating Board for Early Childhood (CBEC)** – Stacey Wright said that the CBEC also continues to deal with vacancies on their council. The CBEC had a change in leadership on their executive committee and the new chair is Dr. Carol Scott. In April, the CBEC executive committee began developing specific action steps that will be achieved over the next two years. A budgetary request brought to the CBEC during their April meeting by the mental health workgroup chair for a mental health summit was approved. The mental health workgroup is planning the summit for next fall or winter with a variety of participants across a variety of disciplines focused on improving the emotional mental health of children.

DESE Report – Working Lunch

- **Financial Report FY17** – Pam Thomas reviewed the FY17 First Steps Monthly Expenditure/Revenue Tracking report. March and September expenditures were higher due to three check runs in each month. Direct services/administration cost of \$5 million for the month of March was the highest yet in program history. Pam stated the increase in expenditures is directly related to the increase in the number of children in the program. On the revenue side, the program had \$2 million dollars in federal carryover this year, in addition to the \$8.1 million that the program receives from the federal government annually. DESE did not ask for additional state funding from the legislature for the upcoming fiscal year due to the carryover; however, if the child count continues to increase, DESE may need to request an increase for the following fiscal year. DESE has been implementing ways to be more efficient with the program when serving an increased number of children, such as provider teams and shared service coordination. Pam reminded the council the final FY17 First Steps Monthly Expenditure/Revenue report will be shared at the September SICC meeting.
- **Family Surveys** – DESE received feedback last year from the parent committee to make the parent survey available online to possibly increase the response rate. Last year families had the option to fill out their survey online, but the response rate did not increase. DESE is reviewing what other states do for Part C surveys, but at this time, the same process will be used again this year. Last month a newsletter was sent to all families in the First Steps program letting them know they would be receiving the survey in the mail. Then, the annual survey will be sent out around April 20, 2017. The survey is mailed in an envelope with the First Steps logo to make it more recognizable to families. DESE will provide an update at the September SICC meeting on the response rate for this year. If anyone has suggestions for the family survey, please contact Pam Thomas.
- **State Systemic Improvement Plan (SSIP) – Sustainability Plan for Professionals** – DESE had a successful conference call recently with OSEP to review the draft SSIP. OSEP suggested a few revisions to the draft plan that DESE completed before submitting their final plan. Pam Thomas

shared the Missouri Part C Training & Sustainability Plan for Professionals pyramid with the council. The full document can be found at the following link: https://dese.mo.gov/sites/default/files/se-fs-sicc-mo-part-c-ssip-phase-iii-submission_3.29.17.pdf. If anyone has comments or suggestions for the SSIP, please email Pam Thomas (pam.thomas@dese.mo.gov) or Tina Lawson (tina.lawson@dese.mo.gov).

Old Business – None

New Business – None

- **Future SICC Meetings** – Pam discussed the location and times for future SICC meetings. The council agreed that they would like to continue holding meetings at the James C. Kirkpatrick Building, but they would like a shorter meeting time of 10:00 am – 12:30 pm.
- The group discussed the date for the November SICC meeting and decided they would prefer it be November 17. DESE will notify everyone when the date is confirmed for the November meeting.

Pam asked for a motion to adjourn the meeting. Donna Cash made a motion and Kim Reinhardt seconded the motion. The meeting adjourned at 12:20.

Upcoming SICC meeting:

September 15, 2017 - James C. Kirkpatrick State Information Center/Room 139