

SICC MEETING MINUTES

Truman Building, Room 400

September 12, 2014

Members Present:

Pam Thomas
Julie LePage
Christy Collins
Dr. Carlotta Kimble

Dr. Tracy Stroud
Wendy Witcig
Kayla Kapica
Sherri Bramhall

Steve Cramer (rep. for DHSS)
Jennifer Bax (rep. for DSS)
Jovanna Rohs (rep. for
UMKC)

Members Not Present:

Amy Kessel
Melinda Sanders
Molly White

Donna Cash
Stacey Owsley Wright
Kathy Fuger

Lesley Bickel

DESE Staff Present:

Pam Schroeder
Sara Massman
Judy Goans

Sarah Camp
Tina Lawson
Marcy Morrison

Michele Schall

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 September 12, 2014 meeting.

Call to Order, Welcome, and Introductions – Wendy Witcig brought the meeting to order at 10:15. Introductions were made by the group at the Truman building and those participating via conference call.

Approval of the SICC Minutes from April 2014 - Wendy asked for a motion to approve the minutes from the April 2014 SICC meeting. Julie LePage made a motion to approve the April 2014 SICC meeting minutes and Carlotta Kimble seconded the motion. All were in favor with no one opposed. Motion passed.

Mission Moment – Lesley Bickel – Lesley was unable to attend the meeting. In her absence a short video was shown of a family who received early intervention services and the benefits the child and the family received from the program.

Update from SICC Members:

- Julie LePage, Department of Mental Health (DMH) – Julie reported that Valerie Huhn has been selected as the new Developmental Disabilities Division Director to replace Bernard Simons who retired in March.
- Christy Collins, Department of Social Services - Christy explained that the Children’s Division is working on a new program entitled “Handle with Care.” The purpose of the program is to notify a child’s school when an incident has occurred in the child’s home. No specific information is given about the incident, but the schools receives a “heads up” that the child was in a home where an incident occurred.

Special Reports:

- **Missouri Coordinating Board for Early Childhood (CBEC) - Stacey Owsley Wright** – Stacey was unable to attend the meeting, but she sent the CBEC update to be read in her absence. A recommendation was made that the CBEC establish a workgroup to recommend items to include in the state planning process to develop a system of quality indicators that will better inform consumers about child care, early learning, and after school choices. The Early Childhood Mental Health workgroup will hold a learning collaboration on September 19 with six monthly follow up sessions. The learning collaborative is targeting certain St. Louis zip codes, but has accepted a few outside participants. The collaborative is for mental health providers who treat children with mental health issues. The workgroup is also working on developing a consultation document for MO Healthnet to review. The purpose is to help mental health providers receive payment for different levels of care they provide. The plan has not been finalized yet for it to be brought to CBEC for consideration. The CBEC will be providing a letter of support to the Missouri Department of Elementary and Secondary Education (the Office) to support Missouri’s efforts in applying for the Preschool Development Grant offered by the U.S. Department of Education and the U.S. Department of Health and Human Services. This competitive grant will provide funding for states to increase their capacity for high-quality voluntary preschool.
- **McKinney-Vento Act – Donna Cash, Homeless State Coordinator** – Donna was unable to attend the meeting.

Task Force/Committee Reports:

- **SICC Membership Update** – Kim Gerlt is no longer with Boards and Commissions and the new contact person is AJ Fox. Pam spoke to AJ recently and gave him an overview of the SICC. No new appointments to the council have been made at this time. A handout was distributed of the current SICC members and vacant positions. During the SICC orientation meeting, held prior to today’s SICC meeting, the group plotted current members on a Missouri map to determine location and areas lacking representation; northeast and southeast areas. Pam stated she will share this information with the Governor’s office.
- **New Members Committee update – Kayla Kapica** - Kayla reported that the parent SICC members and Tina Lawson, First Steps Area Director, recently participated in a conference call. The purpose of the call was to discuss ways to help inform First Steps families how they can become more involved. The group also discussed their mission and goals. They would like to provide information to First Steps families about the RICCs and the SICC from a parent’s perspective. Several suggestions were discussed on how to reach out to families through

brochures or apps with information about First Steps. The committee will plan another phone conference and report back at the November SICC meeting.

DESE Report

- **SPOE Bids** - Pam announced that the rebid for SPOE contracts was completed and awarded on June 10 by the Office of Administration (OA). The 10 current contractors were once again awarded a contract for the next five years. With no new contractors, the Office plans to continue working on the team process and program improvement. During a previous SICC meeting Pam spoke briefly about continuing the DAYC-2 as the uniform assessment to help with eligibility determination. Training on the DAYC-2 began in April and most of the trainings have been completed. The updated DAYC-2 materials are available on the First Steps website.
- **Financial Report FY14 – FY15** Financial Report information will be presented at the November SICC meeting. Pam recapped the information from the FY14 Financial Report and said the Office is starting to see expenses level off. There was an added expense for FY14 for DAYC-2 manuals for training and protocols. On the revenue side the Office received a supplemental at the end of the fiscal year. The bottom section of the report contains historical data; the December 1 child count has stayed about the same for the past three years. The Office anticipates that the child count will continue to go up slightly. The Office is considering a financial study to look more closely at the cost related to teaming. The First Steps Expenditures by Month by SPOE report was also distributed to the council.
- **First Steps Year at a Glance 20th Anniversary issue** – Copies of the First Steps Year at a Glance 20th Anniversary issue were viewed by members of the council and audience. Heather Crosby, First Steps Area Director, compiled the information for the annual Year at a Glance. Stories from present First Steps families, as well as families who participated in the program throughout the 20 year history of the program, were included in the special anniversary issue.
- **Program Presentation – First Steps Program Evaluation and Improvement** – The State Performance Plan (SPP)/Annual Performance Report (APR) for April 1, 2015 will include Indicator 11 - State Systemic Improvement Plan (SSIP). This is a new reporting requirement and the Office will be sharing more details about it with the council and asking for recommendations. The Office of Special Education Programs (OSEP) visited the Office in August to offer technical assistance on Indicator 11. In August the Office presented information in a PowerPoint as a draft to OSEP. After presenting the draft, OSEP provided feedback and the Office incorporated that feedback into the final version presented today. OSEP is also working with the Office to provide monthly technical assistance and Q & A. A PowerPoint presentation on the Missouri Part/C First Steps State Systemic Improvement Plan (SSIP) was shown to the council. The presentation revisited the definition of the improvement plan and showed how the Office chose the specific result planned for Indicator 11. After viewing the PowerPoint presentation the council discussed the details of the measure result statement, including the use of *Substantial increase in growth during their time in Part C versus Function at age expectation, and the areas of social skills, use of knowledge and skills or appropriate behaviors*. Pam stated that the feedback from the council was very beneficial and the office will present an updated plan to the council at the November SICC meeting. If anyone has any ideas or suggestions for improvement activities, please e-mail them to Pam Thomas or bring them in November.

Old Business

- **SICC Co-Chair position** – Wendy stated that during the April SICCC meeting the council discussed the need to fill the parent co-chair position. Wendy also spoke to Carlotta Kimble about taking over the other SICCC Co-Chair position in the provider role. It was suggested that the parent SICCC members and Carlotta continue their SICCC orientation and then consider nominations for the SICCC Co-Chair positions. Wendy will join the next parent SICCC member conference call to share information about being a co-chair.

The SICCC meeting dates were set as follows for 2015:

- January 9, 2015 – Videoconference and/or conference call at 10:00
- April 10, 2015 – Jefferson City, Truman Building Room 750
- September 11, 2015 – Jefferson City, Truman Building Room 400
- November 6, 2015 – Jefferson City, Truman Building Room 400

Lori Williams, Missouri Parents ACT (MPACT), announced that their office will be holding a free Boot Camp for Individuals with Disabilities Education Act (IDEA) for parents in Jefferson City on September 25.

Wendy asked for a motion to adjourn the meeting. Carlotta made a motion to adjourn the meeting and Julie seconded the motion. All were in favor and the meeting was adjourned at 2:00.