

SICC MEETING MINUTES

Videoconference/Conference Call

January 9, 2015

Members Present:

Pam Thomas	Donna Cash	Dr. Tracy Stroud
Jennifer Bax (rep. for DSS)	Christy Collins	Lesley Bickel
Steve Cramer (rep. for DHSS)	Stacey Owsley Wright	Sherri Bramhall
Julie LePage	Kathy Fuger	
Molly White	Dr. Carlotta Kimble	

Members Not Present:

Melinda Sanders	Wendy Witcig	Kayla Kapica
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DESE Staff Present:

Pam Schroeder	Tina Lawson	Michele Utt
Sara Massman	Marcy Morrison	
Sarah Camp	Heather Crosby	

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 January 9, 2015 meeting.

Call to Order, Welcome, and Introductions – Due to the absence of Wendy Witcig, SICC co-chair, Kathy Fuger chaired the meeting. The meeting was brought to order by Kathy at 10:00. Introductions were made and attendance was taken by conference call.

Approval of the SICC Minutes from November 2014 – Kathy asked for a motion to approve the minutes from the November 2014 SICC meeting. Stacey Owsley Wright made a motion to change the Missouri Coordinating Board for Early Childhood (CBEC) section of the minutes. Stacey’s motion deleted the last two sentences in the CBEC paragraph of the minutes and replaced them with the following: *The Early Childhood Mental Health Workgroup of the CBEC has proposed a mental health consultation definition for CBEC approval. Ultimately, the purpose of this definition is to help mental health providers receive payment for different levels of care they provide. The board members will be reviewing the proposal and voting on it at their January 2015 meeting.* Kathy asked for a motion to approve the minutes later in the meeting after further review by the council. Donna Cash made a motion to approve the minutes with the changes proposed by Stacey. Carlotta Kimble seconded the motion. All were in favor with no one opposed. Motion carried.

Mission Moment – Tina Lawson, First Steps Area Director, shared an article about a First Steps family who received services through the Region 6 System Point of Entry (SPOE) office. The article was published in Centerpost, a publication by the Center for Human Services, and can be found at the following link: <https://www.chs-mo.org/Posts/fall14ctrpost/index.html>.

Updates from SICC members – None

Communication from Guests – None

Report from the Missouri Coordinating Board for Early Childhood (CBEC) – Stacey Owsley Wright reported that the CBEC met January 6, 2015. She reminded everyone that the meetings are held quarterly and are opened to the public. Information on upcoming meetings can be found on the CBEC website at the following link: <http://dss.mo.gov/cbec/>. The CBEC currently has four vacancies on their board. Stacey encouraged anyone who might know of an individual interested in serving to go to the Missouri Boards and Commissions website at the following link to apply: <http://boards.mo.gov/UserPages/Home.aspx>.

At the last CBEC meeting new officers were elected as follows: Roseann Bentley, chair, Shirley Patterson, vice chair, and Carol Scott, secretary. The CBEC is still discussing the mental health consultation definition. The board approved the definition but they are still seeking approval and/or feedback from individual state departments. Pam Thomas will check with the Early Learning section at the Department of Elementary and Secondary Education (DESE) to see if there is representation on the CBEC workgroup for the mental health consultation definition. The Child Care and Development Block Grant (CCDBG) was reauthorized in November of 2014. The CCDBG is the primary source of federal funding for child care assistance for families and it also funds child care quality initiatives. The Department of Social Services (DSS) is the lead agency in Missouri for the CCDBG and they will be working internally with the CBEC to ultimately develop a system of quality indicators. With the reauthorization there are new regulations that each state will need to come into compliance with in order to maintain their federal dollars. Kathy Fuger, University of Missouri-Kansas City, also presented a report to the CBEC entitled *Missouri Head Start-State Collaboration Office Fact Sheet: Fiscal Year 2014 Needs Assessment Findings*. The full report will be made available soon to all stakeholders.

DESE Report – Working Lunch

- **Action Item: State Performance Plan (SPP)/Annual Performance Report (APR) and Disclosure of Due Process Decisions** – Pam Schroeder reviewed the SPP/APR for 2013-14 (federal fiscal year 2013) with the council. The Office of Special Education (the Office) emailed the SPP/APR summary, along with the full report, to the council two weeks prior to the meeting for review. Members of the SICC had the opportunity during the meeting to ask questions and provide feedback before the report is submitted to OSEP. As the SICC co-chair, Wendy Witcig will be asked to sign the Annual Report Certification of the Interagency Coordinating Council under Part C of the Individuals with Disabilities Education Act (IDEA) on behalf of the SICC. The Office will review the SPP/APR with Wendy prior to sending the report to OSEP. Kathy Fuger agreed to participate in a conference call with Wendy to assist in sharing information from today's discussion. A question was asked regarding the slippage in Indicator 3, Early Childhood Outcomes (ECO), Summary Statements A1, A2 and A3. Pam Thomas described the history of this indicator and explained a new ECO pilot project began in 2012 to help collect more consistent data for this indicator. The office will continue to monitor the results of ECO and provide training to providers and service coordinators. A question was asked is there had been any discussion on expanding the eligibility criteria for First Steps. Pam Thomas indicated that the Office continues to review eligibility criteria, but at this time there is no plan to expand the current criteria. There was a comment regarding the wording in Indicator 7. Pam Schroeder stated she would make the wording clearer in the template to indicate the number of children with an initial IFSP completed within 45 days from referral, but with exceptional family circumstances that caused a delay in the 45-day timeline. A reminder that Indicator 11 is a new indicator that is not due to OSEP until April 1, 2015. Pam Schroeder requested a motion to approve the SPP/APR to be sent to OSEP. Julie LePage made a motion to accept the report and Donna Cash seconded the motion. Pam Thomas explained the SPP/APR Baseline, Targets and Performance (Part C) 2013 – 2019 document. She stated that because this is a new SPP/APR

period, the Office is establishing new targets for all indicators. All compliance indicators are still 100%, but result indicators are set by the state. States are required to seek input from other sources to set the baselines. There was a question regarding the consistency of the dates in the document. Pam explained FFY13 is used by the federal government, but the report contains data for state FY14, which is July 1, 2013, through June 30, 2014.

Pam Schroeder explained, after submitting the report to OSEP, the state will have a week in April to make any clarifications or changes to the report. Kathy asked if there was any further discussion on the SPP/APR. Kathy asked for all those in favor of Julie's motion to approve the SPP/APR document that was seconded by Donna. All were in favor with no one opposed or abstaining. Motion approved. OSEP will send the states a determination letter in June. Pam Schroeder disclosed to the SICC that there were no due process cases for First Steps in FY14.

- **Financial Report** – Pam Thomas noted a few items on the FY15 First Steps Monthly Expenditure/Revenue Tracking report. The line item for Offline/Protocols was higher because the SPOEs purchased the new DAYC-2 protocols and there were a couple of assistive technology devices included that increased the amount. The Central Finance Office (CFO) line item had no entry for July, but there was a large amount for December because they were catching up on invoices. Projections for revenues and expenditures for the year are currently on track. The First Steps Historical Data section has been updated with historical data for FY14.
- **Update on the SSIP** - As mentioned earlier, information for Indicator 11 was blank in the current APR/SPP. This past year the Office shared details about the SSIP at the April, September, and November SICC meetings. This information can be found on the SICC website under Meeting Dates and Locations. After a review of all Indicators it was determined that the biggest challenge to the program is Indicator 3, Summary Statement 1. After a more focused analysis of ECO it was determined that the procedures used for collecting the data were not consistent. Missouri intends to improve children's social/emotional skills as the focus of the SSIP. The draft SSIP was sent to OSEP on Tuesday, January 6. If any council member would like a copy of the draft, please contact Pam Thomas.

Task Force/Committee Reports

- **SICC Membership Update** – No new updates have been received from the Governor's office about the pending appointments to the SICC.

Old Business – During the April 2014 SICC meeting, the council discussed the First Steps Family Survey and the Office received suggestions and feedback on the survey. The Office revised the survey and the number of questions decreased from 31 to 16. The Office is working on putting the survey into Survey Monkey, which will allow First Steps families to respond online or families may continue to complete a paper copy of the survey and return it in the mail.

New Business – None

Kathy asked for a motion to adjourn the meeting. Donna Cash made a motion to adjourn the meeting and Stacey Owsley Wright seconded the motion. All were in favor. The meeting was adjourned at 12:55.

The next SICC meeting will be held on Friday, April 10, 2015, in Jefferson City at the Truman State Office Building, Room 750.