

SICC MEETING MINUTES

Truman Building, Room 400

April 12, 2013

Members Present:

Pam Thomas
Amy Kessel
Molly White
Donna Cash

Lisa Robbins
Joyce Sims
Leslie Elpers
Christy Collins

Steve Cramer
Kit Glover
Rachel Hassani
Mike Abel

Members Not Present:

Kathy Quick

Wendy Witcig

Stacey Owsley

DESE Staff Present:

Sarah Camp
Michele Schall

Heather Crosby
Tina Lawson

Judy Goans

To review copies of handouts referenced in the minutes below, go to the following website: <http://dese.mo.gov/divspeced/FirstSteps/SICCpage.html> and click on “Handouts” for the April 12, 2013, meeting.

Call to Order, Welcome, and Introductions –Joyce Sims brought the meeting to order at 10:00. Introductions were made by the group at the Truman building and also those participating via conference call.

Approval of the SICC Minutes from January 2013 - Joyce asked for a motion to approve the minutes from the January 2013 SICC meeting. Donna Cash made a motion to approve the January 2013 minutes and Amy Kessel seconded the motion. All were in favor with no one opposed. Motion passed.

Mission Moment – Michele Schall, First Steps Area Director, shared a letter from a family in the Kansas City area expressing their appreciation for the First Steps program.

Update from SICC members –Mike Abel, University of Missouri-UMKC, stated that UMKC is currently working on part of the service coordinator caseload study for First Steps. The study is focusing on three SPOEs in the state and examining the role of the service coordinator and their caseload/workload. The UMKC part focuses on qualitative information, interviews and observations of the service coordinators, to better understand their responsibilities. The study is looking at efficiency and effectiveness as the SPOEs move into the teaming model and how to help be more efficient. The quantitative side of the study is being conducted by Philips and Associates, St. Louis, MO. They are performing a national review of service coordination, specific to Part C, and the different components. No two Part C programs in the United States are the same. The Department of Elementary and Secondary Education (the Office)

estimates both studies will be completed by August 1, 2013, and information will be available to share at the September or November 2013 SICC meeting.

Report from the Missouri Coordinating Board for Early Childhood (CBEC) - Stacey Owsley, CBEC member, was unable to attend the meeting but she sent a handout to be distributed with an overview of the mission of the CBEC. Pam Thomas stated the Office of Early and Extended Learning is currently revising the Early Learning Standards to expand the current standards for preschool children and extend them to birth to age five. The revised standards will be finalized and submitted to the state board for their approval.

Missouri Parents Act (MPACT) Presentation – Mary Kay Savage – Mary Kay shared information on MPACT, the federally funded parent information center (PTI) for the state of Missouri. All states have a PTI, and based on child count, some may have more than one. Their agency serves people birth to 26 years old. The state office is located in Kansas City with additional staff working from their homes throughout the state. MPACT provides one on one assistance and training for parents and referrals to outside agencies. Mary Kay shared packets with more information on the MPACT program including trainings that are provided to families. She also explained how MPACT assists families of children in the First Steps program including a webpage dedicated to explaining early intervention, eligibility, and referral information at the following link: <http://ptimpact.org/PartC/PartC.aspx>. Under the contract with the Office, MPACT develops the content for the First Steps parent newsletter, maintains the MPACT website with First Steps information, participates in RICC and SICC meetings, and provides analysis and feedback of the First Steps parent survey results. The results of the First Steps parent survey are on the First Steps website at the following link: <http://dese.mo.gov/se/fs/data.html>. A question was asked if Mary Kay's analysis was something that could be shared with the council. Pam will check to see how the report can be shared with the council.

DESE Report

- **Financial Report, including trends/Medicaid/Insurance** – Pam explained that in addition to the regular expenditure report she would also be sharing the trends data that was requested by the council at the previous SICC meeting. First Steps has a \$4 million shortfall this year, but within the last week permission was given to use other state dollars to cover the shortfall. This money will be drawn down starting in May. A supplemental increase is expected to be requested next year from the legislature. Because of sequestration, the state is receiving about 5% less from the federal government for FY14. Education is forward funded so all allocations received in July are for the next fiscal year. Family Cost Participation (FCP) fees and private insurance revenues will now be broken out on the expenditure financial report. The Office is also working with the Central Finance Office (CFO) on more consistency in the Medicaid and private insurance revenues. The trends report data can only be tracked back to FY10 because that is when the current format of reporting started. Previous years are on record, but not in a comparable format.
- **Part C State Plan** – The Part C State Plan is scheduled to be final on May 31, 2013. The Office is working to make the changes to provide services to children with summer third birthdays. Also,

changes were made to eligibility criteria in the state plan and that updated information is being disseminated to hospitals and NICUs. The changes to eligibility criteria will better reflect the new terminology in the medical field. The Office will send the new eligibility criteria to the SICC members when it becomes effective June 1, 2013.

Task Force/Committee Reports

- **By-laws Update**

Joyce reported that she and Wendy participated in a webinar for SICC co-chairs presented by the National Early Childhood Technical Assistance Center (NECTAC). They submitted a question during the webinar asking how other states use state agency alternates. The states that responded back said they did not use alternates for state agency members on their councils. Joyce reviewed the SICC bylaws document with the group, which contained changes that are being proposed. Some of the changes proposed are to align with the new federal regulations. The council discussed the pros and cons of alternates on the SICC. The task force is concerned that there is a rigid process for appointment to the SICC, but the alternates do not go through the same screening process. The task force would also like to add a parent advisory committee to the bylaws. This committee would be made up of parents who have been nominated, but have not received an official appointment from the governor's office. They would be reimbursed from the SICC budget for expenses incurred while attending the SICC meetings. A suggestion was made to reach out to the CBEC to see if they would consider hosting a quarterly meeting for multiple councils. Donna Cash made a motion to address the early childhood people and ask if they would be open for discussion, or if they have different ideas. Lisa Robbins seconded the motion. Joyce asked for any discussion. Joyce asked for a vote requesting permission to submit an email to Stacey Owsley regarding the CBEC hosting a quarterly meeting for multiple councils. All were in favor with no one opposed. Motion carried. Those present to vote on the motion were Joyce Sims, Donna Cash, Leslie Elpers, Lisa Robbins, and Amy Kessel.

- **SICC Membership Update**

No formal appointments have been made to the SICC since the last SICC meeting.

Old Business

- **Connecting with Personnel Preparation Programs/Colleges/Universities** – Pam Thomas followed up on the discussion from the January SICC meeting regarding facilitating meetings with institutions that offer degrees in early intervention. The council discussed previously how to share the First Steps model of service with those institutions. Stacey had indicated that she would work through the CBEC to help and Lisa Robbins also agreed to be a part of the group. Pam was given contact information for the Missouri Physical Therapy conference and Marcy Morrison, First Steps Area Director, will be presenting at that conference in October. Michele Schall, First Steps Area Director, presented recently at the Missouri Speech-Language-Hearing Association conference. The Office is attempting to get the key points about First Steps to these groups. Pam indicated that her office staff can't commit to a big push for higher

education presentations across the state at this time, but maybe next year. It was suggested that a meeting be proposed with the Missouri Department of Higher Education Committee on Transfer and Articulation, as they approve curriculum and plans of study, to make them aware that the First Steps modules are available for their use in the classrooms.

New Business

- **Communication from Guests** – None

A motion was made to adjourn the meeting by Amy Kessel and seconded by Lisa Robbins. All were in favor and the meeting was adjourned at 1:25.