

SICC MEETING MINUTES

Truman Building, Room 400

September 16, 2011

Members Present:

Pam Thomas
Amy Kessel
Julie LePage
Molly White

Joyce Sims
Wendy Witcig
Cindy Reese
Leslie Elpers

Stacey Owsley
Kathy Fuger
Cindy Mueller
Angela Oesterly

Members Not Present:

Melinda Sanders
Donna Cash

Senator Scott Rupp
Cori Tharp

Lisa Robbins

DESE Staff Present:

Stacey Ismail
Tina Lawson
Michele Schall

Marcy Morrison
Heather Crosby
Shelley Woods

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 September 16, 2011 meeting.

Call to Order, Welcome and Introductions – Pam Thomas brought the meeting to order at 10:10. Wendy Witcig had a scheduling conflict and Pam chaired the meeting until Wendy arrived. Introductions were made and the members of the SICC discussed what was going on in their agencies as it related to First Steps.

Approval of the SICC Minutes from April 2011 – Pam asked for a motion to accept the minutes from the April 2011 meeting. A motion to accept the minutes was made by Stacey Owsley and seconded by Cynthia Mueller. All were in favor with no one opposed. Motion passed.

Mission Moment – Kimberly Westhues, a First Steps parent, shared her experiences in First Steps with the SICC members. She described how the team approach worked well for her family. The SICC members thanked Kimberly for taking time from her busy schedule to share her story.

New Business – Overview of Race to the Top – Early Learning Challenge – Stacey Owsley presented a PowerPoint on the Race to the Top – Early Learning Challenge grant. The SICC will be receiving a template from the Department asking for their support for the Race to the Top – Early Learning Challenge grant. Pam asked if the members would like to move to support a letter for the Race to the Top initiative. Kathy Fuger made a motion to support the letter and Joyce Sims seconded the motion. The motion passed.

EIT Brochures - A sample of the third and final EIT brochure was distributed to the SICC. The brochures were printed and distributed to the SPOE offices for use with health care providers. The brochure is also posted on the First Steps website.

Part C Regulations – Earlier this month the Part C regulations were unofficially posted and once they are published in the federal register they will be final in 30 days from the publication date. The Department has already received several inquiries regarding the changes. During an initial call with Office of Special Education Programs (OSEP) four areas were identified as significant areas of change; insurance language, definition of multidisciplinary teams, confidential information with transition, and timelines. At this time, we have not found any significant changes that must be immediately made to the program. The Department will have to change wording in documents and in the state plan but don't see any major changes at this time. Please see the following link to the unofficial version:

<http://www.gpo.gov/fdsys/pkg/FR-2011-09-28/pdf/2011-22783.pdf>

Parent Survey Results – Results of the annual Parent Survey were distributed. These surveys are mailed out each April to First Steps families with an active IFSP. This year the surveys were color coded, blue and white, with the blue surveys sent to families on a team and the white surveys to families who are not assigned to a team. Of the 4,724 surveys sent out 284 (26%) were on teams and 794 (74%) were not on a team. The Department will send the surveys again next year with two different colors to distinguish teaming. If a survey is mailed to a family and is returned, due to a new address or the family moving, the survey is resent if there is a forwarding address. The complete list of comments from the survey can be found at the following link:

<http://dese.mo.gov/divspeced/FirstSteps/documents/AllSPOEssurveyresults2011Combined.pdf>

Financial Reports – Pam distributed and reviewed the FY11 First Steps Monthly Expenditure/Revenue Tracking report with the SICC. Pam reminded the group that the total children served was all children who had a dollar amount attached to them. In June, the Department expended all of the Part C American Recovery and Reinvestment Act (ARRA) monies because they had to be allocated by September 30 and spent by the end of the year. Some of the ARRA monies were spent on direct child services and some was used for the ARRA planned activities, with the biggest amount going to the enhancements in the electronic child record system aka WebSPOE.

Effective July 1, 2011, the Department is requiring all providers to submit their mileage bills within 60 days of the date of service. Beginning in October, the Department will start drawing down the money monthly from the CFO. The Child Find Coordinator Pilot will no longer be included on the expenditures/revenue tracking report as this program has ended. Howard Smith and Rachel Morgan from the St. Louis SPOE will be coming to present the child find coordinator results at our next SICC meeting. The Department reviewed our expenditures and revenues and they have decided to ask the legislature for an increase in the First Steps budget of \$2 million for FY13. Shelley indicated that many questions have been asked regarding the federal budget and she distributed a handout that explains the Federal Budget Overview. The Department is working with MO HealthNet to expand Medicaid services. Currently only bill for occupational therapy, physical therapy, and speech therapy services and may be able to include others such as nursing, hearing aids, and audiology. Also, the Department is looking at ways to maximize the revenues from Medicaid and private insurance and hoping to get as many claims

as possible paid the first time they are submitted. It is a time consuming for process for the CFO to resubmit claims.

Subcommittee Reports – The subcommittees have struggled to get up and going. The conference call held by the Provider Development subcommittee on April 26 was for the purpose of supporting the Department with provider issues such as professional development. During the Outreach subcommittee call on April 25 the members decided to make a chart to identify which committee, outside of the SICC, each person was on. The Early Learning Challenge grant is something multiple agencies are working on. The Missouri Coordinating Board for Early Childhood (CBEC) has talked about the overlap of committees and it would make sense for us to support that work. Stacey will speak to Val Lane at the next CBEC meeting regarding this subject so it could be presented to the full board. It was agreed to suspend the subcommittees and work more closely with the CBEC. The CBEC will be added as a standing agenda item to all future SICC meetings.

Old Business – The Department is currently reviewing nominations that are sent to the governor's office and the standing membership list. Everyone on the SICC needs to have an alternate named who can attend in their absence. Kathy Fuger's appointment has expired and she would like to nominate Mike Abel from her office to fill her vacant position. This position has historically been held by someone from the University of Missouri Kansas City (UMKC) Personnel Preparation. Traditionally, we were asked that one of the provider positions have an emphasis in autism. This is not formal, just a recommendation. Dr. Tracey Stroud has previously been nominated for Lisa Robbins's position as Tracey is a pediatrician and works at The Thompson Center for Autism and Neurodevelopmental Disorders at the University of Missouri — Columbia. Wendy has talked to the governor's office and will send the Department an e-mail of the current status of SICC appointments. There was discussion if Leslie Elpers could be the alternate for Dr. Kimble. It was decided that there is nothing in the bylaws that would prevent that, once Dr. Kimble is officially appointed by the governor to the SICC. It was discussed that the parent members of the SICC need to have an alternate also, perhaps a family member. The Department has been unable to reach Cori Tharp via phone or e-mail. Pam and Wendy will draft a letter to be sent to Cori. It was suggested that the parent members be increased from 4 to 8 members. The Department could go back to some of the parents that were nominated previously to see if they would still be interested or try to secure some new nominations. A question was asked if a change in the bylaws needed to be made to clarify the personnel preparation position on the SICC. It was suggested that this discussion be added to the agenda for the next SICC meeting. Kathy Fuger, Pam Thomas, Wendy Witcig, and Cynthia Mueller agreed to participate via conference call to discuss the bylaws issue before the next SICC meeting. Wendy's co-chair position will be expiring soon. Leslie made a motion to extend Wendy's term as co-chair for another year and Joyce Sims seconded the motion. All were in favor. The Department will provide an attendance update for all members at the next SICC meeting. The group discussed alternate ways the members could attend meetings to help with attendance. DMH has videoconferencing capabilities in eleven regions across the state. Cynthia Mueller and Julie LePage will look into this for the SICC and will send the Department a list of offsite locations.

2010 Outcomes Handout – Pam will send Wendy the FY11 numbers for the handout to Wendy and Wendy will make the changes to the template. The Department will post the FY10 and FY11 outcomes to the website. Joyce will select several parent responses from the newest parent survey results and send them to the Department to include on the FY11 handout.

Next Meeting - Due to a scheduling conflict, the Department needed to reschedule the meeting for November and a survey was sent to the SICC members of possible dates. The results of the survey indicated that the majority of the members would like to meet on December 2, 2011. The Department will check with DMH to see if that date would work for a videoconference.

A motion to adjourn was made by Julie LePage and Molly White seconded the motion. The motion passed and the meeting was adjourned.