

SICC MEETING MINUTES

Jefferson Building - Jefferson City, MO

January 14, 2011

Members Present:

Pam Thomas
Julie LePage

Donna Cash
Becky Houf

Angela Oesterly

Members Present via Conference Call:

Amy Kessel
Melinda Sanders
Molly White
Bruce Holt

Lisa Robbins
Wendy Witcig
Joyce Sims
Leslie Elpers

Stacey Owsley
Cindy Mueller
Jodi Arnold

Members Not Present:

Cori Tharp

DESE Staff Present:

Pam Schroeder

Stacey Ismail (via conference
call)

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 January 14, 2011 meeting.

Call to Order, Welcome and Introductions – Pam Thomas welcomed everyone attending the meeting in the conference room and those attending via conference call. Wendy Witcig brought the meeting to order at 9:10. Introductions were made.

Approval of the SICC Minutes: Wendy asked for a motion to accept the minutes from the October 2010 meeting. A motion to accept the minutes was made by Stacey Owsley and seconded by Lisa Robbins. All were in favor with no one opposed. Motion passed.

Old Business – none

Strategic Planning Report – During the October 2010 meeting, the SICC decided to focus their work through task groups, or committees, focusing on family groups, reaching out to families, and measuring child outcomes. The two committees formed were the Provider Development committee and the Communication and Outreach committee. One of the chairs from each committee must be a member

of the SICC. It was decided during today's discussion that an e-mail should be sent out to each SICC member that outlines the committees and gives them the opportunity to join one of the subcommittees. The Provider Development committee has met via e-mail and agreed that there are three key issues that they would like to work on as follows: provider recruitment, retaining providers, and supporting DESE with a comprehensive system of personnel development. Their group is currently working with accredited Physical Therapy and Occupational Therapy schools in Missouri. A question was asked if the subcommittees would fall under the Sunshine Law. Pam indicated that they would fall under the Sunshine Law but the department could post information regarding the call 2 weeks prior to the call in order to be compliant with the law. The Sunshine Law requires at least 24 hour notice to the public of a meeting or call but longer is better. The notice must provide a way for the public to participate- either by dialing into the phone call or attendance at a designated spot where they can observe and hear the call. The items discussed in the call are limited to the items identified in the notice. The calls can be set up through the state operator, as long as it is a state function, and billed to DESE. Jodi Arnold, with the University of Missouri – Kansas City, stated that the University of Missouri has video conferencing capabilities from their facilities throughout the state. After some discussion there were some drawbacks to video conferencing such as the SICC meetings would have to be moved to Columbia (which would require state appointed council members who work in Jefferson City to drive to Columbia and be paid mileage) and some people in rural areas of Missouri who do not have access to broadband internet would be unable to connect to the meetings. It was also discussed that if they couldn't access the meeting via the internet that they could participate via conference call. It was suggested that maybe someone could research different community based alternatives to make the SICC meetings more accessible to everyone. Lisa Robbins agreed to chair a subcommittee on technology and Jodi agreed to help with this subcommittee. It was recommended that maybe one of the subcommittees could try having a video conference call to see how it worked for a smaller group before trying it with the SICC.

SICC Outcome Report - Joyce Sims, representing the Communication and Outreach committee, presented a brochure to the council that their committee is developing. Council members were given the opportunity to review the brochure and offer their feedback on it. The committee would like to present the finalized brochure to the state legislators.

Wendy has been in contact with Val Lane, chair of the Missouri Coordinating Board for Early Childhood. Because of the overlap of the SICC and the Coordinating Board for Early Childhood, it was suggested that someone from the Coordinating Board for Early Childhood report to the SICC on their work. Stacey Owsley agreed to be the liaison and to present an overview of the mission of the Coordinating Board for Early Childhood at the April SICC meeting. Wendy felt that it would be informative to have a standing agenda item on the SICC agenda for the Coordinating Board for Early Childhood to report what is occurring with their board.

Update on Parent Appointments – The governor's office is continuing to work on nominations to the SICC. Wendy has been in contact with the governor's office and requested that Judy resend a provider nomination to the governor's office.

Department Update – Pam Schroeder disclosed to the SICC that there were no due process hearing decisions for the Part C program for 2009-2010. It is required by the Office of Special Education Programs (OSEP) that this is reported yearly to the SICC and reflected in the Annual Performance Report (APR).

Pam distributed the 2008-09 Part C SPP/APR Summary document and reviewed each indicator. She explained that the SICC has the opportunity to review the draft and provide comments before it is submitted to OSEP. On page 5 of the chart the target size for Indicators 5 and 6 were incorrect. The Indicator 5 target should have been .82% and the Indicator 6 target should have been 1.64%. The 72 files that the compliance section pulled for monitoring represents 2 files for each service coordinator in the SPOE that was monitored. All noncompliance issues will be reviewed to see if they have been corrected.

Wendy indicated that the council needed to give their approval of the APR and asked for a motion to approve the APR report to go forward to the governor. Leslie Elpers made a motion and Becky Houf seconded the motion. All were in favor with no one opposed.

Pam Thomas reviewed the First Steps Monthly Expenditure/Revenue Tracking form. She indicated that the Early Intervention Team (EIT) meeting cost will continue to go up as more teams form, but the department will be watching the number closely. American Recovery and Reinvestment Act (ARRA) monies will be spent on direct services. At this point we are halfway through the fiscal year and about \$20 million has been expended, with 40 million in expenditures projected. This \$40 million does include some ARRA monies. The department will not be requesting an increase in funding this year, but may need to ask for an increase in 2013. The SPOEs have until 2013 to fully implement the EI teams. We hope to be able to organize the providers in a more organized fashion with these teams to help contain the mileage/travel reimbursement as well as direct services costs.

The next meeting of the SICC will be April 8, 2011, in room 400 at the Truman building in Jefferson City.

Wendy asked for a motion to adjourn. Becky Houf made a motion to adjourn and Lisa Robbins seconded. All were in favor with no one opposed. The meeting was adjourned at 12:45.