**State Interagency Coordinating Council (SICC)**

**Quarterly Meeting Minutes**

**Date:** Thursday, July 12, 2018

**Time:** 1:00 p.m. – 3:00 p.m.

**Location:** Claiborne Building, Thomas Jefferson Room 1-136

**Members Present:**

Rebecca DeLaSalle

Kaye Eichler

Ashley Jefferson *(proxy for Danita Leblanc)*

Shanida J. Mathieu

Dionka C. Pierce

Michelle Renee

Brenda B. Sharp

Nina Seneca

Patricia H. Smith

Kahree A. Wahid

Allison Young

Charmaine J Magee

**Members Absent:**

Tasha P. Anthony

Mike Billings

Marc Garnier

Gwendolyn Gene

Darrin Harris

Soundra T. Johnson

Colleen Klein-Ezell

Danita Leblanc

Angela G. Lorio

Joy Pennington

Bambi Polotzola

Michelle Roberie

Sandra B. Winchell

**Others present:**

April Hearron

Tracy Crump

Monica Stampley

Steven Ivey

Kelly McGehee

Diane Pitts

Timothy Butler

Ariana Alexander

Chrissy Kraemer

Hattie Brown

Jennifer Joseph

Dominique Smith

Toni Ledet

Terry Coombs

Mary Hockless

Wanda Stroud

Helen Monic

Valencia Allen

Rebecca Walker

Anthony Stafford

Derraniece O’Neal

Joanna Cottrell

Penny Thibodeaux

Paula Mativi

Kelli Morgan

Joyce Ridgeway

Lisa Pierron

Monica Dowden

Brian Jakes

Valarie Laday

Melanie Washington

Tomorrow Fondal

Louchine Guillory

Holly Bell

Tedra Landreaux

Libbie Sonnier-Netto

Kim Williams

Melody Buel

Kim Golden

Brandon Daste

I. **Call to order**: at 1:05 PM by SICC Committee Co- Chair Shanida Mathieu

II. **No Quorum Present**: 10 of 25 Committee members present (13 required)

III. **Introductions**

1. **Old Business**
2. Review of Minutes from Past Meetings:Minutes of the April 12, 2008 and January, 25, 2018 quarterly meeting were reviewed but could not be approved due to the lack of a quorum.
3. **New Business**
4. Executive Directors Report: **Melanie Washington** *(see attached report for full details)*

* SICC Director discussed topics for the council’s consideration. A restructured Annual Report that submitted to the Governor each year was presented to the council and stakeholders for their review. The new report will be submitted at the end of the 2018-19 fiscal year. Council members will review and provide input.

The possibility of creating an SICC webpage all of SICC’s information can be accessed by members and stakeholders was discussed. Director will explore this further with Governor’s Office and EarlySteps.

* Sandra ‘Sam’ Beech resigned from the SICC. She was the SICC Chairperson. Shanida Mathieu was nominated and accepted the nomination for Chairperson. Her name has been sent to Governor Edwards for consideration.
* The Governor’s Office of Disability Affairs is holding their Annual GODA Conference on July 26, 2018. Toni Ledet, ES Assistant Program Manager, will be presenting on Early Childhood Care and Accessibility topics. See report for details.
* There are vacancies on the council for private/public providers.

1. Lead Agency Report: **Brenda Sharp** *(see attached report for full details)*

* Wanda Stroud, who has worked the longest in EarlySteps, is retiring.
* There have been some administrative changes at Louisiana Department of Health/OCDD. Mark Thomas is now the Deputy Secretary, Julie Foster Hagan is the new Assistant Secretary and Charles Ailes is the Deputy Assistant Secretary.

The Annual Performance Report was sent out to OSEP in February and the Narrative was submitted in April. We receive our determination in June. It is based on a four-point scale. Meets requirement is the highest and Needs substantial intervention is the lowest. For the past four years including this year, we have received a 2- Needs Assistance (which is second highest). This is primarily due to the Child Outcome Data. The outcomes are improving since the implementation of the System Improvement Plan. We are improving in the number of children we have scores on and on the entry and exit scores. These two items contribute significantly to our rating. The work groups are continuing to work on these improvements using the Division of Early Childhood Recommended Practices.

Toni Ledet began trainings in 2017 on these practices with providers. Over 800 providers were trained. The 2018 trainings will begin on August 17th in Region 3 (Gray, LA) and will continue in Region 9 (Robert, LA) on August 19th.

EarlySteps will be attending a Technical Assistance training that is required when you receive a Needs Assistance for more than two years. This is to help to improve the performance. Grace Kelly and Debbie Shaffer have worked EarlySteps on making the necessary improvements. Toni and Brenda will be presenting on the work that is being done in Louisiana at a meeting that the Federal office hosts every year in Washington.

The Budget

* EarlySteps received their allocation for federal funding. $6.8 million was anticipated but $6.9 million was allocated. IDEA program funds were increased. $171k increase for EarlySteps. This is not based on performance but on a funding formula primarily based on birth to three population.
* The child count has increased which is a huge predictor to budget expenditures. The 2017-18 Revenue: $17.1m (+$587k in family cost), expenditures $18.7m. The budget was overspent by $1.5 million. The office can cover the overage. However, discussions about how to handle the budget are forthcoming. Strategies to manage the budget include the family cost participation and following the eligibility criteria.
* The referral count is up. Some reasons for this is the birth count is up and there are more children being born prenatally exposed to substances.

1. **SSIP Committee Reports**
2. **Family Assessment Workgroup –** Monica Stamply (EarlySteps COS)

The Family Assessment Workgroup revised the draft of the Family Assessment Fidelity Tool. It was determined that additional practices or examples are not needed at this time. Specific regions were chosen to pilot the Fidelity Tool, as well as what type of meetings they are to observe. The pilot regions are to complete this task within three months starting in August. A small workgroup has been tasked with creating an instruction guide for the piloting regions so that there will be consistency in the process.

We reviewed the current work plan, updated it and plan to distribute it by the end of the month.

1. **Service Delivery Supports Family Priorities** – April Hearron (RC for Region 7 – Shreveport Area)

The Services & Supports Work Group met this morning 7/12/18.  The group finalized our Fidelity tool and our plan to implement the piloting of our instrument.  Our fidelity tool focuses on our Early Interventionists and home visiting.  5 providers from each region will be observed using the fidelity tool by 10/30/18.  Our Work plan was also reviewed.  We are working within our timelines, so no edits are necessary at this time.

1. **Team Based Practice Supports** – Timothy Butler (RC for Region 3 – Lutcher Area)

The Teaming Workgroup met last Thursday at the State ICC Meeting and revised the Fidelity Tool along with soliciting agencies to volunteer for piloting the instrument. We would like for you to review the revisions and send feedback by this Friday so we can send the revised tool out to the Agencies that agreed to pilot the instrument so they can begin using it. The suggested revisions are in red on the attached document and where “other” is listed under each indicator is for any additional example you would suggest for that indicator. Please send any feedback you would have to either Wanda Stroud at Wanda.Stroud@La.Gov or Steve Ivy at Steve.Ivy@La.Gov

1. **Other Business**
2. **Orientation Structure –** A survey was disseminated via email to all council members. It was completed by 16 members. The data was aggregated and discussed during the meeting. The Executive Committee will discuss how to go forward based on the survey data.
3. **Bylaw Discussion –** Changes were made to the bylaws. The changes were reviewed but not voted on because there was no quorum. They will be voted on during the October Quarterly meeting.
4. **FY 18 Budget Discussion**

Discussion: There is overage because there are more children that have applied and they have to be served. We are not sure how to deal with the deficit. EarlySteps needs more money. $5 million would fix the deficit.

Developmental Disabilities Council has given EarlySteps a grant to support system improvement work. Toni Ledet will be leading this activity. EarlySteps will be working to support providers who go into childcare centers who serve children with disabilities. One of the goals of the SSIP is to help improve access to childcare for children with disabilities and to increase the ability of childcare providers to meet their needs.

1. **Regular and Special Session Legislation**

* Representative Pat Smith had legislation passed to implement a LEAD-K (Language Equity and Acquisition for Deaf Kids) Taskforce. An early childhood program. Early Intervention for 0-5. Louisiana is the 7th state to pass this law to intervene at the early part of life for this population. They are partnering with the School for the Deaf and they may actually have room to house the program.

1. **Public Comments**

* How do you overspend the budget? One of the regulations for having this program is that we participate in child find. If we identify children who need services, we have to provide them. EarlySteps needs more money.
* EarlySteps need a direct allocation from some outside source.
* How are centers selected for the grant? Region 1 and 2 area will be targeted for recruitment for this grant from DD Council.
* DCFS has renewed its language line to include teleservices.

**Co-Chairperson, Shanida Mathieu, adjourned meeting**