



Meeting Minutes



Meeting	State Interagency Coordinating Council (SICC)
Date/Time	April 12, 2024; 9:30 a.m. – 12:45 p.m.
Location	This meeting was held in-person at the Osborne Building in Room 203 and virtual on zoom
Members	Members Present: Carlen Henington (C), Alberstein Pickett, Becky Palculict, Chad Allgood, Eileen Beazley, Gwen Woodard, Janet Slaughter (sub Katie Cassady), Kara Butler, Karonica Crumedy, Kaye Carr, Keith Vuncannon, Sandra Kelly, Sarah Myers Members not present: Barbara Coatney, Candace Taylor, Casey Prestwood, Chelsea Panse Baron, Doug Williams, Jenifer Tasma, Jennifer Wentworth, Jillian Harper Peavy, Julie Parker, Karen “Kamme” Riddle, LaDewayne Harris, Leigh Campbell, Leslie Junkin, Linda Shivers, Nicole Boyd, Nita Thompson, Ryan Blakeney, Tina Routh, Valecia Davis
Additional Attendees	Amy Franklin, Alisa Jackson, Anissa Pace, Ashten Yost, Ashton Hotard, Belvin Glass, Beryl Polk, Callie Poole, Claudia Shedd, Elizabeth Dezell, Gina Smith, Gloria White, Lakeisha Unger, Laquette McRoy, Mandy Smith, Marty Chunn, Melissa Cox, Michele Connelly, Miranda Richardson, Misty Gibson, Mobolaji Famuyide, Monika Lorinczova, Nakii Kincaid, Renetha Faust – Robinson, Rolanda Mohead, Shonda Boarden, Tamara May, Tamiela Ramsey, Toni Hollingsworth, Tracie Bryant

Agenda	Notes	Action Items
Welcome and Introductions	C. Henington (C) opened the meeting at 9:30 a.m. All SICC members and attendees were welcomed, and participants provided brief introductions.	
Review and Approval of the Agenda and Minutes	Minutes from the January 26, 2024 meeting was reviewed. Minutes were approved as written. ○ Motion: G. Woodard Second: S. Myers ○ Motion passed	
SICC Business	• Ongoing Taskforce update (J. Parker, K. Carr, S. Myers, L. Junkin, K. Vuncannon, C. Henington) • C. Henington (C) reporting ○ C. Henington reported that at the previous SICC meeting a workgroup was formed to review the taskforce recommendations. They met and completed a form that had columns for a high priority, a middle priority, and a low priority. These included any possible issues that need to be addressed, some strengths of the recommendations, some concerns about the recommendations, and to rate each recommendation per priority. There were many recommendations that came out of the workgroup. Dr. Edney asked for some input for the Health Department from our council about	



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those recommendations. She thought that it would be a more efficient way of presenting him with what this council thinks are critical. The workgroup ended up doing a high rating and a low rating and they really focused on the high rating. The actual report from the taskforce is available online through the Department of Education website.

- **Workgroup on Taskforce Recommendations**

- **C. Henington (C) reporting**

- C. Henington reported that the workgroup has eleven high priority items. The order that they are presented in is not ranked in any particular order.
- Dr. Polk recommended that the taskforce meet with OSEP and ECTA. They would participate in a listening session with OSEP to review those recommendations. One of the things they have requested is that we work with ECTA on some technical assistance. They have some questions before they can offer any recommendations because some of the information is not clear enough to them. Members of the taskforce who would like to be a part of the session include C. Allgood, S. Myers, K. Vuncannon, and K. Carr. We are going to reach out to the taskforce members that are not present here today to determine if they are interested in participating. A schedule will be set up. If anyone else is interested in this meeting with the OSEP office and ECTA please contact M. Richardson and we will move forward from there.

- **Update on Appointees & recommended members**

- **Identify those who terms are limited**

If you are a representative from an agency and you continue in the position, please let us know so that we can have that in our records.

- **Orientation Pending**

We have new people coming on. We have a power point presentation that we are going to provide to onboard our new members. We have our final list that has been submitted to the governor's office. We are expecting new member appointees by the next SICC meeting. We need more parents for the Central area (the Jackson metro area).



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	• Legislature update No updates provided	
SICC Committee Reports	• Personnel Preparation (J. Parker, chair) ○ J. Parker was not available. S. Myers reported that their discussion was around number four of the taskforce recommendation. It was rated a high priority, and it talks about supporting providers. Improving efforts for providers. We talked about how do we utilize the resources we already have available to us, where our providers are going naturally to get information, and how do we embed these cross competencies that we already have that were recommended by the committee in early 2019. ○ She reported that she talked with M. Richardson about the provider chats that are occurring and were opened to all providers across the state that are with Early Intervention. She stated that this would be a natural way to start providing some training or discussions specific to those cross competencies that we want our providers to all have. She offered to do an initial Early Intervention provider chat on April 8, 2024. M. Richardson stated that the initial Provider chat went great, but we just need more people to attend. This is something that the Early Intervention Program started only a year ago and it's a virtual office hour chat. It's an opportunity specific to providers to network, ask questions, and to get feedback. It's scheduled on a reoccurring schedule for once a month at noon and then at four o'clock and each one is about an hour. ○ M. Richardson stated in order to make the provider trainings public we would have to look at where we can house it where everyone can have access to it. ○ C. Henington stated that making the recordings public will require a modification to the SICC bylaws and it would need to go through a formal process because there are procedures. • Public Awareness Committee (S. Myers, chair) ○ S. Myers reported with M. Richardson that the Early Intervention Program and the Department of Health are working on an electronic referral form. The electronic referral form will be available on the website. It would allow anyone who wants to make a referral not just to Early Invention but to the other	



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	programs as well. The tentative start date for this will be July 1, 2024. ○ The other discussion was around status reports. Dr. Buttross from the last meeting shared that they weren't getting updates after they refer a child. One of the recommendations from the committee was to look at utilizing DocuSign as a way to communicate and help get the sign off that providers might need to move things a little quicker. M. Richardson stated that on our current referral form there's not a place where the provider can put an e-mail address to use DocuSign, but they are working on the electronic referral form so that you can put additional information so that way we can capture e-mail addresses from the provider. It was reported that Kathy Grace is working on an Early Intervention source training for childcare facilities. ● Provider Concerns (chair), ○ A new Chair needs to be appointed. B. Coatney (former chair) was asking in the last meeting if she could still be chair of the committee even though she is not a provider with Early Intervention anymore. C. Henington stated that we would need to look at the bylaws regarding whether she could continue to be the chair. ○ M. Lorinczova reported that the committee was talking about the letters of suitability and the badges for providers. ○ M. Richardson stated that she spoke with Nicole Barnes and Melissa Parker who are with the Childcare Licensure. They are working together trying to come up with some solutions on how to help our providers get into childcare facilities. We currently do not require our providers to have a background check through the Health Department, because our providers are never left alone with a child at any time and because they have less than one hundred and twenty hours, so it was not required for them to have. We did request Childcare Licensure to include the language about it in their monthly newsletter and they are also in agreement that the providers don't need background checks.	M. Richardson will follow-up to see if Childcare Licensure included the language with providers regarding childcare visits in this month's newsletter.
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	○ We are also looking into rather or not we will require providers to go through the process of getting a letter of suitability through the Health Department. ○ M. Cox stated that one of the main purposes of having your letter of suitability for childcare facilities is that they feel like they are covering liabilities. ○ B. Polk recommended that the SICC make a recommendation that the letter of suitability become universal for all providers. ○ C. Henington asked the SICC to make a motion for her to create a letter from the SICC to recommend that the letter of suitability be a part of the application process. It would implement a procedure for Early Intervention to provide letters of suitability to service providers. The recommendation will be sent to the Board of Health. ○ Motion to approve recommendation letter be sent to the Board of Health for the implementation of the letter of suitability. ○ Motion: E. Beazley Second: B. Paulculict ○ Motion passed. ● Transition Committee (L. Junkin, chair) ○ L. Junkin was not available. M. Lorinczova reported notes from the last meeting. She stated that C. Poole brought visitors from the MSU Research and Curriculum Unit Crosby Miller and Tara Thames. They shared information on their efforts and what they have been developing. It was more related to the transition that is from school system to the workforce. They shared all the resources that they have been working with the Department of Education. Most of the meeting was getting information from them, getting to know them, and getting to know the center. The following links is information that they have developed for the Department of Education: ○ Access for All Guide: Access for All Guide 2.0 by Mississippi State University Research & Curriculum Unit - Issuu ○ MDE OSE Family Guides to Special Education Services: Resources for Parents The Mississippi Department of Education (mdek12.org) ○ The Transition Conference will be June 4, 2024 in Biloxi, MS	
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Program Updates (First Step Personnel)	• Annual Performance Report (M. Richardson reporting) ○ M. Richardson reported on the APR results for Federal Fiscal Year (FFY) 2022 (covering the dates of July 1, 2022, to June 30, 2023). <table><tr><td>1. Timely Services</td><td>81%</td></tr><tr><td>2. Natural Environments</td><td>65%</td></tr><tr><td>5: Child Find 0-1</td><td>209</td></tr><tr><td>6: Child Find 0-3</td><td>1592</td></tr><tr><td>7: 45-Day Timeline</td><td>95%</td></tr><tr><td>8A: Transition Steps and Services</td><td>84%</td></tr><tr><td>8B: Transition Notification to SEA & LEA</td><td>99%</td></tr><tr><td>8C: Transition Conference Meeting</td><td>84%</td></tr></table> • EI Grant (M. Richardson reporting) ○ Annual State Part C Application <table><tr><td>Federal IDEA Part C Funds for the State Lead Agency (LA) and the Interagency Coordinating Council</td><td>\$1,703,168</td></tr><tr><td>Maintenance and Implementation Activities for the Lead Agency and the ICC</td><td>\$556,579</td></tr><tr><td>Direct Services (Funded by Federal IDEA Part C Funds)</td><td>\$2,090,000</td></tr><tr><td>Activities by Other State Agencies</td><td>\$150,000</td></tr><tr><td>Optional Use of IDEA Part C Funds</td><td>\$0</td></tr><tr><td>Indirect Costs to be Charged</td><td>\$240,147</td></tr><tr><td>Total Costs</td><td>\$4,739,894</td></tr></table>	1. Timely Services	81%	2. Natural Environments	65%	5: Child Find 0-1	209	6: Child Find 0-3	1592	7: 45-Day Timeline	95%	8A: Transition Steps and Services	84%	8B: Transition Notification to SEA & LEA	99%	8C: Transition Conference Meeting	84%	Federal IDEA Part C Funds for the State Lead Agency (LA) and the Interagency Coordinating Council	\$1,703,168	Maintenance and Implementation Activities for the Lead Agency and the ICC	\$556,579	Direct Services (Funded by Federal IDEA Part C Funds)	\$2,090,000	Activities by Other State Agencies	\$150,000	Optional Use of IDEA Part C Funds	\$0	Indirect Costs to be Charged	\$240,147	Total Costs	\$4,739,894	
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EHDI Presentation/ Announcements	• EHDI (Early Hearing Detection and Intervention) (A. Yost, EHDI-MS Director) ○ A. Yost presented presentation slides regarding the EHDI Program. ○ All children who have confirmed hearing loss are referred to First Steps for appropriate Early Intervention services. We have a 100% rate on referring to the First Steps Early Intervention Program. ○ We have referred eighty-two babies since June 2023. ○ EHDI-MS and MS First Steps Early Intervention have developed a data agreement to share data that Early Intervention is already collecting with these babies. • EHDI Announcements ○ Family Fun Day for families of children who are deaf or hard of hearing May 4, 2024 – Hattiesburg zoo (Hattiesburg, MS) ○ Virtual Professional Development Cultural Sensitivity Training November 15, 2024 ○ Virtual Professional Development Changing the Culture of Communication January 17, 2025																															



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	○ Family Fun Day for families of children who are deaf or hard of hearing May 3, 2025 – MS Children’s Museum (Jackson) ○ Families as Allies MS Virtual Modules for families (cohort) – Registration coming soon (Fall 2024)	
Announcement/ Public Comments	○ E. Beazley stated that J. Parker asked her to introduce someone that had to get off of zoom. She had to get off due to another meeting, but during the MS SECAC (MS State Early Childhood Advisory Council) M. Connelly who is on the SECAC and the Early Intervention committee shared something at the meeting. J. Parker asked her to give an overview for her here during the public comment, but she will be back for the July 12, 2024 meeting to share her story. ○ M. Richardson stated that in October the Early Intervention Program Part C and Part B are being monitored by the Federal government and they will be in house for the last week of October. ○ Next SICC meetings July 12, 2024 October 11, 2024	
Adjourn	• The meeting was adjourned at 12:28 p.m.	