



ICC November 2018 Meeting Minutes

MEMBERS PRESENT

Peggy O'Neill, Kathey Phoenix-Doyle, Andrea Leon, Sara Einfalt, April Spaulding, Julie Maner, Kathy Hughes, Nikki Ornelas, Paula Seanez, Julie Maner, Celina Waller, Joanne Corwin, Marc Kolman, Christie Guinn, Lula Brown, Justina Stewart, Janis Gonzales, Carmen Armenta, Naomi Sandweiss, Sophie Bertrand, Camila Gutierrez, Catherine Quick

PROXIES

Celina Waller Proxy for Amanda Gibson-Smith

WELCOME/INTRODUCTIONS/AGENDA APPROVAL

Kathey Phoenix-Doyle, ICC Co-Chair, welcomed ICC members and guests to the November meeting at Parents Reaching Out (PRO). Kathey reviewed the new ICC Public Comment Process. ICC members and guests introduced themselves. Kathey asked for a motion to approve the meeting agenda. ***MOTION: Kathy Hughes made a motion to approve the ICC meeting agenda. Sara Einfalt seconded the motion. There were no objections or abstentions. The motion passed.***

PARENTS REACHING OUT (PRO) Presentation

Naomi Sandweiss welcomed the ICC to Parent Reaching Out (PRO). She introduced three PRO staff members who will be presenting to the ICC: Dolores Hardin, Kathy Salazar, and Jessica Sanchez. Dolores Hardin – Works in the Early Childhood Program at PRO. The program supports positive outcomes for families. These supports include networking opportunities, information, tools and leadership training. Dolores has four children. Jessica Sanchez – PRO provides workshops and training to help families in early intervention and with transition. Supports include family to family connection, record keeping, information about community resources, and mediation. Jessica has three children. Kathy Salazar – Works with the Families as Faculty Program and is also the lead for the PRO Information Center. The Families as Faculty Program brings families of children with disabilities together with future health care professionals. Kathy has nine children. Dolores reviewed some of the statewide training PRO provides. PRO works collaboratively with early intervention agencies to provide support to families. The PRO Family Leadership Academy and Conference is held every spring. PRO is accepting applications for the Leadership Academy and the application can be completed online. Naomi Sandweiss stated PRO is looking for conference presenters.

Jeanne Du Rivage – PRO helps the FIT Program with professional development activities.

EPICS PRESENTATION

Kelsey Woody presented. EPICS provides training on Part C services and supports and record keeping for Native American families. EPICS also provides training on culturally relevant practices. At the recent EPICS conference, there were 40 break-out sessions. 370 people attended the conference including families, children and professionals. 49% of participants were from NM and 51% of participants were from other states. Kelsey reviewed the key note and break out session presenters. Scholarships are available. EPICS supports parent participation on state level committees and works with Children's Medical Services on promoting newborn hearing screening.

VOTING ON ICC OPEN POSITIONS

ICC Parent Co-Chair

Andrea Leon, Past ICC Parent Co-Chair, has covered the vacated Parent Co-Chair position for the past several months. A ballot was distributed. Andrea will continue as the ICC Parent Co-Chair for 2019.

ICC Co-Chairs Elect

April Spaulding, ICC early intervention provider member, introduced herself. April has three children who participated in early intervention services. April is the Executive Director of the Abrazos Family Support Services. She is a member of ICC Finance Committee and is currently Chair of the Finance Committee.

Camila Gutierrez, ICC parent member, introduced herself. Camila is the Special Events Specialist for the Presbyterian Healthcare Foundation. She has worked at Parents Reaching Out. Camila has a three-year-old daughter who participated in early intervention services.

Ballots were distributed. April and Camila were elected at the ICC Co-Chairs Elect.

ICC Provider Representative

Felicia Juarez introduced herself. Felicia has been in social work for the past twenty-three years. She is the Director of Children's Services at Los Pasitos in Roswell. A ballot was distributed. The ICC voted to recommend Felicia to the Governor for appointment to the ICC.

Kathey Phoenix-Doyle asked for a motion to approve the Consent Agenda which includes the May Meeting Minutes, the September Retreat Minutes, the ICC Financial Report, the 2019 ICC Meeting Dates and Locations, the changes to ICC Meeting Ground Rules, and the ICC Community Input/Public Comment processes. **MOTION: Peggy O'Neill made a motion to approve the Consent Agenda. Celina Waller seconded the motion. There were no objections or abstentions. The motion passed.**

LEAD AGENCY NARRATIVE REPORT

Jeanne Du Rivage, FIT Program Manager, highlighted the information in the narrative report that she had emailed to the ICC prior to the meeting. Some of the information she highlighted included:

- Heidi Roybal has been hired for the SW Regional Coordinator position.
- The NE Regional Coordinator has not been filled.
- Andy Gomm worked with ELAC and the Governor's Early Childhood council on the Preschool Professional Development Grant. Awards will be announced in December.
- Karen Burrow has been doing a great job with the CBA process.
- Family survey have gone out.
- Lisa Rohleder continues to update Family Service Coordination training.
- The Foundations of Relationship Based Intervention course has replaced the FIT core trainings. The Developmental Specialist Manual and the Individualized Professions Development Plan will be updated.
- The SSIP was submitted on April 2, 2018. The DOH FIT Program received a Meets Requirements on the APR and a Universal rating (the highest rating) on the Differentiated Monitoring System report.
- The IFSP Quality Rating Scale is part of the SSIP. 5 new sites will be added. Jeanne and Jason Lavy are the leads on the SSIP. Online IFSP Rating Scale Modules were developed using the training materials developed by Suzanne Pope.
- The FIT Annual Meeting will be held on June 12-13, 2019 at the Albuquerque Hotel in Old Town,
- Regional meetings have been scheduled for the rest of the fiscal year.
- The one-page *Welcome to EI* is being formatted.
- Dr. Anilla del Fabro, the head of ECEP, has been attending meetings and the application for an ECEP evaluation is now two pages.
- The roll out of the FIT Professional Development System is a slow process. FIT and ECLN have been working together to identify the right sequence of trainings, align trainings, and plan for future implementation. The Leadership Team Self-Assessment Process will be distributed in December. The FIT Program will provide the content for required trainings and it will be up to each early intervention agency to assure staff are trained.
- All FIT and ECLN staff receive training on Coaching, video, torsh talent and Family Guided Routines Based Intervention to support the work.

Jeanne asked if the ICC had comments or questions regarding the report. Andrea Leon asked Jeanne how she wanted the ICC to provide input. Jeanne replied they could write it and give it to her today.

ICC Questions/Comments

- Julie Maner – Asked when the DS certification changes would take effect.

Jeanne replied they are effective immediately.

- Kathy Hughes – CARC staff want to refer to ECEP but ECEP is not doing much travel.
- Celina Waller – FIT providers need a one-page diagram to help explain changes in ECEP procedures to families. Families are having to make two trips to Albuquerque.
- Kathey Phoenix-Doyle – Turned facilitation over to Co-Chair, Andrea Leon. Kathey asked why the changes to ECEP were implemented. She asked if ECEP needed more funding and why ECEP is not serving the entire state because that is ECEP's role.

Jeanne Du Rivage – There has been a change in the leadership at ECEP. ECEP evaluations are very expensive and there was a need to identify a better way to serve more children and families. There is also the need to evaluate more children that are likely to have a diagnosis of autism. If new procedures are not working, Jeanne will talk with ECEP about the procedures that are not working.

- Sophie Bertrand – It would be helpful to gather some providers and ICC members to meet with ECEP and explore possibilities. Concerned that early intervention providers are not a part of the evaluation process like they were in the past. ECEP evaluations are very important for children with complicated needs.

Karen Lucero – The Quality Committee is planning to meet with ECEP to discuss concerns.

- Kathy Hughes – Early intervention providers are required to do the M-CHAT. When children show they are at high risk, then providers complete the ECEP paperwork. If high risk children are not going to be seen by ECEP, or if their parents can't bring them to Albuquerque, then the paperwork seems to be a waste of time.

Jeanne Du Rivage – Changes to a model takes time.

- Andrea Leon – Some families will not be able to travel to Albuquerque because they would not be able to go through the checkpoints. The local early intervention providers should be a part of the ECEP evaluation because they have valuable information to share about the child and family.
- Felicia Juarez – Her grandson just had an ECEP evaluation in Roswell and Los Pasitos therapists were part of the evaluation. The family will have to travel to Albuquerque for the report. If Los Pasitos has to transport families to Albuquerque, then we will not be able to pay our therapists to go to Albuquerque.
- Andrea Leon – We need to be careful with these changes because children will fall through the cracks.
- April Spaulding – Abrazos staff members don't think their input during ECEP evaluations is valued.

- Sophie Bertrand – ECEP is making a sincere effort to address the long waiting list.

MOTION: Peggy O’Neill made a motion that the ICC will send a letter to ECEP expressing the concerns presented today. Paula Seanez seconded the motion.

Discussion of the Motion:

- Janis Gonzales – Suggested that the letter include a request for an in person meeting with ECEP.
- Peggy O’Neill – Janis Gonzales should attend the meeting.
- Kathy Hughes – Likes the meeting idea and would attend to represent rural providers and families.
- Kathey Phoenix-Doyle – Lula Brown and Celina Waller would also attend the meeting with ECEP.
- Lula Brown – Critical Issue 3 in the Quality Committee’s 2019 Action Plan is to assess the impact of the ECEP changes. Does the ICC want the Quality Committee to address this issue?
- Kathey Phoenix-Doyle – The Quality Committee is also looking at the M-CHAT impact. The letter to ECEP is a good start.
- Justina Stewart – Do we have data to show why there is an ECEP evaluation waiting list? Can we get the information of where the waiting list is most extensive by region/county prior to the meeting with ECEP?

Motion: Peggy O’Neill amended her motion to state that the ICC will send a letter to ECEP requesting a meeting to discuss the impact of ECEP changes on New Mexico families. Paula Seanez seconded the motion. There were no objections or abstentions. The motion passed.

FIT LEAD AGENCY REPORT

Jason Lavy reported. The data in the FIT Lead Agency Report provides a measure of how the FIT Program is doing and a comparison over time. Data collection in FIT KIDS started in 2008. There was a small decrease in referrals in September. There was a 4% increase in the number of children served in the first three months of this fiscal year. The average cost per child is slightly up this fiscal year. In the first quarter of this fiscal year, children with an IFSP is up 7%. The FIT Program served 15,734 children in FY 2018. We are under reporting the number of Native American children served. If a child is Hispanic and Native American, the child is reported as Hispanic in FIT KIDS. The Tribal Report is a more accurate representation of the number of Native American children served. Children served by eligibility category has been de-duplicated so the number is much closer to the total number of children served.

Comments:

- Sophie Bertrand – The number of children served is going up but the number of Native American children served is going down.
- Peggy O’Neill – Asked if the Native American population is going down.
- Paula Seanez – The Native American population is not going down.

- Kathey Phoenix-Doyle – The ICC needs to know how many overall children who had an evaluation were not eligible; and, how many children who were eligible made it to an IFSP. At La Vida, we lose eligible children due to their parent’s drug addiction.
- Justina Stewart – Asked if tribal census data is obtained. Parents can have an affiliation with multiple tribes. The US Census data undercounted tribal folks by about 3,000.

Jason Lavy replied that FIT does not obtain tribal census data.

FIT BUDGET AND EXPENDITURE REPORT

Deb Vering reported. She distributed a handout on the FIT budget & expenditures. There was a recent, very productive, meeting with the DOH administration regarding the high first quarter FIT expenditures. These expenditures were high enough to sound the alarm that the requested base increase and the supplemental were going to be insufficient. Jeanne Du Rivage, Andy Gomm and Marc Kolman provided data to support the need for the increase. Jim Copeland was very supportive. Revenue sources were reviewed. The federal grant will go down in FY 20 and then state general funds (SGF) will be used to make-up the reduction in funding. DDSD can control salary, benefits and contracts but can’t control the 400 and the 500 categories because of entitlement. As a result of the discussion of the projected shortage, the supplemental will be doubled for this fiscal year and then tripled for FY20. There is \$2.5 million growth in actual expenditures. DDSD covers shortages through Budget Adjustment Requests which are listed in the notes section of the handout. Years of flat budgeting has caught up with the DOH. Based on FY19 projected expenditures, FIT will have a 10% growth in expenditures. If we take this growth and project it out, FIT expenditure will exceed revenue. A supplemental is non-recurring and it is designed to cover expenses we think will happen. A base increase is recurring and, if approved, will continue.

Comments:

- Marc Kolman – The DOH has always found the money to cover FIT shortages in the past. Now, with the projected FY19 shortage, the DOH wants to increase FIT’s base because DOH can’t cover the amount needed for FY19. We have to have the funds to cover what the FIT Program costs.
- April Spaulding – Asked if the projections include the rate increases.

Deb Vering replied they do not.

- April Spaulding – The ADDCP Legislative Request will need to change. ADDCP will be requesting these numbers to adjust the ADDCP request.
- Peggy O’Neill – Asked if FIT requested full funding for the rate study.

Deb Vering – Yes, full funding was requested. We will know if it was approved in March. If approved, programs will see the increases in July 2019. Andy and Jeanne will have to determine how to change rates in the system and amend the existing data base contract to make the changes in FIT KIDS. If the full \$5.1 million is not approved, FIT will have some decisions to make between March and July 1, 2019.

- Christie Guinn – If the rates are funded, then we will have to change the Medicaid rates.
- Marc Kolman – Asked if HSD would need CMS approval to change the Medicaid rates.
- Christie Guinn replied she did not think so.

Deb Vering replied she agreed with Christie.

- Kathey Phoenix-Doyle – ECEP funding needs to increase. ECEP is in the FIT budget in the Contract section. ECEP is the largest FIT contract. Are we looking at how many kids ECEP should be serving? Do we know what the funding amount for ECEP needs to be?

Deb Vering – When we get the appropriation, we can decide who get the funds and the amount. We can do a Budget Adjustment Request (BAR) and move money from one category to another.

Jeanne Du Rivage – The federal grant has been used to pay for ECEP.

Deb Vering – FIT needs to be able to show measurable outcomes as a result of FIT services. How many children who had FIT services don't need DD Waiver services. Marc Kolman is looking at this.

Jeanne Du Rivage – We also need to look at how many children who had FIT services don't need an IEP.

- Kathey Phoenix-Doyle – The IEP data should be in FIT KIDS if the data is being entered correctly. PED could also supply the IEP data.
- Sophie Bertrand – After all these years of frustration with the funding, we should acknowledge the work that has been done at multiple levels to support the increase in the base budget and the request for the rate increases.
- April Spaulding – If the requested funding for the rates is not fully funded, the FIT Program should include the Finance Committee in the discussions of what to do before any final decisions are made.

Andrea Leon, Co-Chair, asked for a motion to approve the Lead Agency Reports.

MOTION: Kathy Hughes made a motion to approve the Lead Agency Reports. April Spaulding seconded the motion. There were no objections or abstentions. The motion passed.

SFY 2018 APR FEDERAL REPORTING

Jason Lavy reported. The APR is an annual process that leads to the FIT federal APR. The State Fiscal Year 17 ended in June of 2017. The State Fiscal Year 18 ended in June 2018. Jason discussed the federal definition of slippage which is when a state does not meet a target and there is a decrease in percentage. There are 10 indicators

that are reported to OSEP. OSEP sets the compliance indicators and their target is 100%. NM sets the other targets.

Jason reviewed NM's performance on the Indicators as follows:

Indicator 1: Timely provision of services. Federal target of 100%. No slippage in SFY 2017 or SFY 2018.

Indicator 2: Services in Natural Environments. No slippage in SFY 2017 or SFY 2018. NM sets this target at 95%.

Indicator 3: Early Childhood Outcomes. Jason has to manually go through all the multiple enrollments. Children have to be in services for at least six months. Jason will have these numbers in early December and will email these to the ICC in mid-December. Let Jason know if the ICC would like a webinar in mid-December to review the information.

Indicator 4: Family Involvement. This is taken from the information collected in the Family Survey. There are three sections which are:

A. Families know their rights. No slippage. Target is 95%. No slippage in SFY 2017 or SFY 2018.

B. Services have helped families communicate their child's needs. Target is 94.8%. No slippage in SFY 2017 or SFY 2018.

C. Services have helped children develop and learn. Target is 96.8%. No slippage in SFY 2017 or SFY 2018.

Indicator 5: Child Find Children Birth to One. Based off the December 1st count. Percent of children with an IFSP. Target is 2.6%. No slippage in SFY 2017 or SFY 2018.

Indicator 6: Child Find Children Birth to Three. Based off the December 1st count. Percent of children with an IFSP. Target is 5%. No slippage in SFY 2017 or SFY 2018.

Indicator 7: 45-day timeline. OSEP sets at 100%. Slippage. The slippage is due to staff shortages and the increase in referrals. In 95% of referrals, children are deemed eligible. There was a 10.9% increase in FIT referrals last year. Agency reasons for delay count against compliance.

Indicator 8: Early Childhood Transition. OSEP sets target at 100%.

8A – Timely transition plan. Slippage.

8B – LEA notification. Slippage.

8C – Transition Conference. Slippage.

Slippage due to staff shortages. 38% of delays attributed to two programs not sending LEA notifications when parent declined transition meeting.

APR Program Determinations:

SFY18

Meets requirements: 17

Needs Assistance: 5

Needs Intervention: 7

Needs Substantial Intervention: 1

State Schools exempt

SFY 19

Meets requirements: 20
Needs Assistance: 4
Needs Intervention: 5
Needs Substantial Intervention: 2
State Schools exempt

APR reasons for slippage:

- Significant number of providers are reporting staff shortages
- A few programs had many children transition from another provider which affected their timelines.
- Several new program directors and program director vacancies.

The OSEP Program Officer will review report and provide TA to Jeanne Du Rivage and Jason in December 2018 and January 2019. The Program Officer will provide a final review before submission to the ICC and OSEP. The APR is due February 1, 2019. After fiscal year 2019, Jason will work with OSEP and the ICC to set targets for the next five years.

2019 APR Timelines:

- July start date for Jason to send APR data to programs
- Programs will have July to clean up data
- Jason will review and verify cleaned up data
- Jason will send Performance Improvement Plan templates in mid-September 2019 to programs who have <95% compliance on Indicators 1, 7, 8A, 8B, 8C.
- Programs will have 30 days to return Performance Improvement Plan by mid-October
- Jason will complete APR by November 2019 for ICC meeting and review
- The FIT Program is developing the reporting requirements for the quarterly reporting.

Kathey Phoenix Doyle asked for a motion to approve the APR Report. ***MOTION: Peggy O'Neill made a motion to approve the APR report. Nikki Ornelas seconded the motion. There were no objections or abstentions. The motion passed.***

PARENT PANEL

Naomi Sandweiss introduced Jessica and Kayla.

Kayla – Has 3 boys. Carter is her youngest. The family lives in Tohajille. The family was referred to early intervention because Carter referred on his newborn hearing screen. He has left ear microtia. The diagnostic process was very quick. Carter had a referral to see an audiologist one week after discharge from the hospital. He saw the audiologist, had an MRI, and was diagnosed with microtia. In the beginning, it was all overwhelming to our family. The IFSP was developed quickly and we had early intervention services from two programs while we lived in Albuquerque. When we moved to Tohajille, it was very stressful because we had to give up two of our service providers from one of our programs. The second program was able to make arrangements for their service

provider to continue with our family. We have excellent early intervention services. Home visits are very helpful. Our family is very grateful to have the services that we need to help our child.

Jessica – Has 3 children and our family lives in Albuquerque. Her first son, Max, is now ten years old. Max has a profound hearing loss and has bilateral cochlear implants. Max didn't pass his newborn hearing screen several times. He saw an audiologist and was diagnosed with hearing loss at two months of age. We were then referred to early intervention services. I didn't wait for people to call but called them. The evaluation happened quickly and we started services. My Family Service Coordinator (FSC) helped me understand our IFSP. I learned that some deaf children graduate from high school with a 3rd grade reading level. My FSC helped me understand the importance of reading to Max. We used American Sign Language and spoken language. Max is now reading at almost a 9th grade level and his reading comprehension is at a 6th grade level. He reads 200 words per minute. My FSC helped me with Max's literacy. Early intervention services now have a focus on coaching and this will help parents be better advocates for their children.

ICC PARENT PANEL REFLECTION

- Parent could see the positive benefits of the Coaching Model for families;
- Parent did not accept limits on her child's potential;
- Helpful to hear from a parent whose child/family is currently in services and from a parent whose child/family transitioned years ago;
- Changing providers is stressful for children and families;
- Need to identify and provide the support needed to help children and families move from one program to another;
- Rewarding to hear the heartfelt appreciation for early intervention supports and services;
- Helpful to hear from a parent who lives in a rural area that her child and family are receiving excellent early intervention services;
- Rewarding to hear a parent talk about how their FSC helped their child and family;
- Parent did not wait for phone calls and made contacts on behalf of her child;
- Importance of parents being knowing how to advocate for their child after early intervention services;
- Family Guided Routines Based Intervention is evidenced based.

DISCUSSION ABOUT ICC RETREAT DATES

Joanne Corwin asked about changing the dates of the 2019 ICC Retreat as those dates will cause some ICC members to miss the retreat as they will be attending the Western Regional Early Intervention Conference in Denver. **MOTION: Joanne Corwin made a motion to have a brief conversation about changing the dates of the 2019 ICC Retreat. Julie Maner seconded the motion. There were no objections or abstentions. The motion passed.** Following discussion, the ICC agreed to change the dates. **MOTION: Joanne Corwin made a motion to have the ICC Retreat on**

September 26-27, 2019. Julie Maner seconded the motion. There were no objections or abstentions. The motion passed.

ICC COMMITTEE REPORTS

Communication Committee. Marc Kolman, Committee Chair, reported. The Communication Committee has two changes to the Communication Committee Action Plan. These are:

- Change the wording in Goal 3 on page 2 to state “Continue to update the FIT and ECLN websites”. The timeline for both would be annually.
- In Goal 4, Public Awareness, add “Communication Committee to explore the use of social marketing (i.e., Facebook, Twitter).” Tmeline is 6/2019.

MOTION: Joanne Corwin made a motion to accept the changes to the Communication Committee’s Action Plan. Kathy Hughes seconded the motion. There were no objections or abstentions. The motion passed.

Marc discussed the DOH Branding and Communication Guide. The DOH Branding campaign was introduced last January. The Branding Campaign will provide the following:

- A variety of logos that FIT providers can choose from.
- Branding Guidelines document to include instructions such as size and color restrictions.
- PowerPoint Template to include content for outreach that would explain FIT early intervention services to promote a consistent message across the state. A copy of the draft PowerPoint was emailed to the ICC. Agencies would be able to add their own slides. The goal is to present a common message about early intervention across the state. The PowerPoint will be piloted and needed changes will be made. It will also be translated into Spanish.
- The above materials would be available on the FIT website. Webinars would be available for providers. Standards to reflect these requirements would go into effect on July 1, 2019.

Marc asked the ICC to adopt the proposal Branding and Communication Guide today. Two statements will be required. These are: The Family Infant Toddler (FIT) Program is New Mexico’s early intervention program supporting parents to promote the development of their infant and toddlers birth to age 3 who have or are at-risk of a developmental delay or disability. The second statement is: [Agency Name] is part of a network of Family Infant Toddler (FIT) Program providers partially funded by the New Mexico Department of Health.

Comments and Questions:

- Peggy O’Neill - The updates to Zia website are close to being completed. Will FIT provider agencies be required to use the statements word for word? If so, there are commas missing in the first statement.
- Sophie Bertrand - Nice to have fidelity and clarity. In the communication guide, need clarification about what FIT agencies can and cannot do.

Jessi Stockwell – The reading level of parents has to be considered. The statement “partially funded by the DOH” will confuse families and they will think they have to pay some of the cost of their FIT services.

- April Spaulding – Some FIT agencies are part of other networks as well. Network is the title of the FIT provider collaborative and the use of the term “network” will be confusing. FIT agencies provide other services and are not just FIT providers.
- Marc Kolman – FIT agencies will have a brochure in which they can provide more explanation about the services their agencies provide.
- April Spaulding – Saying the wording is required is problematic. It would be better if we were able to get clearance on our agency documents from the FIT Program or from our Regional Coordinator.
- Peggy O’Neill – Zia’s website specifies that FIT services are provided at no cost to families.

Jeanne Du Rivage – Some of this is conceptual in nature. By signing their provider agreements, FIT agencies have agreed to be a part of New Mexico’s early intervention system.

Jeanne Du Rivage– Important for FIT agencies to not advertise non-FIT services as FIT services.

- Marc Kolman – It appears that the ICC is not ready to endorse these documents. ICC input should be emailed to Marc and Jonetta Pacias.

Quality Committee – Lula Brown, Committee Chair, reported. Lula distributed copies of the 2019 Quality Committee Action Plan and reviewed changes.

Jeanne Du Rivage – Asked about the action statements regarding the Quality Committee reviewing and making recommendations regarding FIT Regulations and Service Definitions & Standards. The role of the ICC is to make recommendations.

Karen Lucero – The Quality Committee can provide effective input if we are working collaboratively with FIT on proposed changes to regulations and standards.

- Kathey Phoenix-Doyle – The Quality Committee action statement about reviewing FIT Service Definitions & Standards for alignment and consistency prior to review by the full ICC was based on Jeanne’s emailed request to have Quality perform this task. The timeline is also based on Jeanne’s request.

Motion: Lula Brown made a motion to have Celina Waller become the Co-Chair of the Quality Committee. Nikki Ornelas seconded the motion. There were no objections or abstentions. The motion passed.

Motion: Kathy Hughes made a motion to accept the Quality Committee Action Plan. Peggy O'Neill seconded the motion. There were no objections or abstentions. The motion passed.

Workforce & Professional Development Committee. Sophie Bertrand, Committee Chair, reported. The 2019 Action Plan is more doable. The committee is working to support the availability of qualified early intervention providers. Committee work will build on other initiatives and bridge with ICC efforts. We will be looking at what other states are doing. We will work with the Communication Committee to develop a "Promote the Profession Tool Kit". We will make recommendations to the ICC that are designed to help reduce the impact of secondary trauma on staff. We will develop surveys to gather information on staff compensation and turnover,

- Kathey Phoenix-Doyle – At La Vida, we collected data in each department on staff compensation and turnover.
- Marc Kolman – Suggested that the ICC Committee Chairs meet with the Executive Committee once a year.

MOTION: Marc Kolman made a motion to have the ICC Committee Chairs meet with the Executive Committee once a year. Celina Waller seconded the motion. There were no objections or abstentions. The motion passed.

MOTION: Peggy O'Neill made a motion to approve the Workforce & Professional Development Committee Action Plan. Sara Einfalt seconded the motion. There were no objections or abstentions. The motion passed.

Native Services Work Group – Joanne Corwin, Co-Chair, reported. Cathy Riley is working on the Community Resource Map. The Map will be used to contact resources and find out/share information, create links, etc. The work group is recommending that a statement about Child Find activities by FIT agencies that serve Native American children and their families be added to Service Definitions & Standards. Aiko Allen has met with our group. Families are asking for service providers that are from their tribe.

MOTION: Joanne Corwin made a motion that the Native Services Ad Hoc Work Group will be changed to a standing ICC committee. Paula Seanez seconded the motion. There were no objections or abstentions. The motion passed.

Finance Committee – April Spaulding, Committee Chair, reported. No changes were made to the Finance Committee Action Plan.

Motion: Sara Einfalt made a motion to approve both the Finance and the Native American Services action plans. Kathy Hughes seconded the motion. There were no objections or abstentions. The motion passed.

Motion: Kathy Hughes made a motion to approve the 2019-2022 ICC Strategic Plan. Nikki Ornelas seconded the motion. There were no objections or abstentions. The motion passed.

PRESCHOOL DEVELOPMENT B-5 GRANT APPLICATION

Marc Kolman presented. This is a federal grant from the Department of Health and Human Services. Applications were due November 6th. The funding is designed to help states build a quality early learning system for children birth to 5 and their families. The first year of funding will be used for systems development. New Mexico submitted a \$7.5 million grant request. DOH/PED/CYFD collaborated on the grant application. About 40 states will be funded. New Mexico had a strong proposal with a lot of stakeholder input included in the grant application. If awarded, New Mexico will subcontract the money out through contracts for needs assessments and evaluation. ELAC will be the key advisory group. The ICC will be able to provide some input. Grants will start in January 2019. There is a lot of flexibility built into the grant. Information about the grant can be obtained at earlylearningnm.org.

Jeanne Du Rivage – If New Mexico is awarded a grant, there will be \$460,000 that FIT can use to pay for FGRBI coaches and travel. The money is to be used to pay for evidenced based practices.

ICC LEGISLATIVE PLANNING

Kathey Phoenix-Doyle. The ICC does not have a legislative committee.

- April Spaulding – The Finance Committee has a specific focus and there is a need for a separate ICC committee to address legislative advocacy. The Finance Committee would support the committee.

Motion: April Spaulding made a motion that the ICC will form a Legislative Advocacy Committee to further the ICC's legislative agenda. Naomi Sandweiss seconded the motion.

Discussion of the motion included the following questions and comments:

- Joanne Corwin – Asked if state employees would have to sustain from drafting legislation.
- Marc Kolman – Would volunteer to be the DOH staff for the committee.
- Janis Gonzales – Serves on a number of committees where legislation is drafted. Can help with the legislation but can't go to the Legislature to advocate for the legislation.
- Kathey Phoenix-Doyle – Deb Vering has provided us when the financial information that we need.
- Nikki Ornelas – Will Co-Chair the Committee.
- Sara Einfalt – Will Co-Chair the Committee with Nikki.

The following ICC members volunteered to serve on the Legislative Advocacy Committee: Marc Kolman, Camila Gutierrez, Kathey Phoenix-Doyle, Naomi Sandweiss, and April Spaulding. Non ICC members who volunteered to serve on the committee are: Peggy O'Neill and Diane Leven.

MOTION: Peggy O'Neill made a motion to approve Nikki Ornelas and Sara Einfalt as Co-Chairs of the ICC Legislative Advocacy Committee. Paula Seanez seconded the motion. There were no objections or abstentions. The motion passed. The committee will meet to develop their action plan which will be presented for ICC approval at the January 2019 ICC meeting.

- Peggy O'Neill – Asked how the ICC can communicate about committee needs.
- April Spaulding – PRO is a resource for family involvement. The ICC can also request a blurb in the ACQ Newsletter.
- Kathey Phoenix-Doyle – An identified committee need can be added as a critical issue to a committee's action plan. Committees can ask Deb Vering for needed financial data.
- Janis Gonzales – It can be put on the ICC List Serve.
- Marc Kolman – He put a request on the ICC List Serve for additional members for the Communication Committee and it was an effective strategy.
- Carmen Armenta – Sits on the Hands & Voices Board and can post on the Hands & Voices list serve.
- Celina Waller – ICC information can be shared in regional meetings.

UPDATES ON OTHER EARLY CHILDHOOD COMMITTEE/TASK FORCES

- Janis Gonzales – John Paul Taylor is working on a plan for babies exposed to substances. Babies will have a Care Coordinator and a plan before discharge. The Care Coordinator will follow up with the family. Training will be provided to hospitals and service providers. Training is already a CYFD requirement. There has been a lot of discussion about why hospitals want to immediately refer babies to CPS. We want to make it less punitive so pregnant women are not afraid to ask for help. We also want these babies reported to DOH. California has legislation that says a baby born with a positive drug test doesn't need to be reported to CYFD. J Paul Taylor will put similar legislation forward in the 2019 legislative session.

Jeanne Du Rivage – The Early Childhood Developmental Screening group is no longer looking at screening. The group has applied for Zero to Three funds to support training for providers working with children and families with mental health issues.

- Marc Kolman - ELAC meetings are organized through CYFD.
- April Spaulding – We need a CYFD representative on the ICC.

Jeanne Du Rivage – The FIT Program presented two sessions at the home visiting conference. The evaluations had a lot of good comments about the presentation.

Karen Lucero – The Early Identification of Cerebral Palsy Group has been meeting for two years. Early identification of cerebral palsy and early treatment make a big difference in outcomes. The group is proposing legislation to obtain funding to train folks in early identification. If this funding goes into the FIT budget, it would need to be earmarked for this purpose.

Deb Vering – We could do an addendum with UNM. The money would flow quickly and we would not have to go through the RFP process.

- Naomi Sandweiss – Would like the Early Identification of Cerebral Palsy Group to present to the ICC at the January meeting.

ICC PUBLIC COMMENT

Kathey Phoenix-Doyle reported no one signed up.

ANNOUNCEMENTS

- Celina Waller – Abel Covarrubias has been selected to serve on the national Zero to Three board. One of Abe's goals in the next five years is to help raise New Mexico's ranking from 50th to 35th.

Jeanne Du Rivage – Acknowledged Cindy Faris and her NMSBVI early intervention team for actively supporting telehealth across the state. This is helping to build FIT's stateside capacity to use telehealth.

Cindy Faris – Acknowledged CARC, MECA and Amplified for collaborating with NMSBVI on the use of telehealth. Families and staff are very excited.

MEETING FUNCTIONING

What Worked:

- Cake
- Meeting at PRO
- Parent Panel
- Excited about the new Legislative Advocacy Committee
- Receiving documents ahead of the meeting
- Kathey Phoenix-Doyle's hat used to turn facilitation over to other Co-Chair
- This was a good meeting
- Jason's APR presentation
- Lead Agency Reports
- Deb Vering ROCKS

What Needs Improving:

- Not all ICC positions have been filled
- More action in asking Department heads for an ICC representative
- Inviting a legislator to an ICC meeting

Kathey Phoenix-Doyle asked ICC members and guests to fill out a meeting evaluation form. She asked for a motion to adjourn the meeting. ***MOTION: Celina Waller made a motion to adjourn the ICC meeting. Naomi Sandweiss seconded the motion. There were no objections or abstentions. The motion passed.*** The meeting was adjourned at 3:15 pm.

FOLLOW-UP MEETING RECOMMENDATIONS/TASKS

RECOMMENDATIONS/TASKS for FIT PROGRAM	STATUS
Calculate how many children who had an evaluation and were not eligible, and calculate how many children who were eligible and made it to an IFSP.	
Calculate the number of children who received FIT services who don't need an IEP or DD Waiver services.	
If the rates are not funded, or only partially funded, FIT to include the Finance Committee in discussion of what to do before making final decisions.	

RECOMMENDATIONS/TASKS for ICC MEMBERS or ICC COMMITTEES	STATUS
ICC to send a letter to ECEP requesting a meeting to discuss the impact of ECEP changes on New Mexico families. ICC members who would participate in the meeting are: Kathy Hughes, Lula Brown and Celina Waller.	
ICC to request a presentation from the Early Identification of Cerebral Palsy Group.	
ICC Legislative Advocacy Committee to present their Action Plan to the ICC in January for approval.	