



MISSISSIPPI FIRST STEPS EARLY INTERVENTION PROGRAM (MSFSEIP)

State Interagency Coordinating Council (SICC) Meeting
January 22, 2021
9:30 am-12:15 pm

Table with 4 columns: Present, SICC Members, Affiliation, Role. Lists attendees such as Brittany Herrington, Candice Taylor, Chad Allgood, etc.

* ex officio

Additional Attendees:

Stacy Callender, MSDH, Part C Coordinator
Paulita Childs, MSDH, LEIP 5 Coordinator
Sheila Covington, MSDH, EI Region 2 Coord
Melissa Cox, MSDH, EI Region 1 Coordinator
Valecia Davis, MSDH, EI Operations Director
Nicole Graham, MSDH, EI Region 1 QTA
LaSondra Jenkins, MSDH, LEIP 6 Coordinator
Melissa Cox, Div Director, Northern Reg
Nikeisha Banks, MCH Engagement Coordinator

Michele Masterson, MSDH, LEIP 1 Coordinator
Jimmie Faye McCarty, MSDH, LEIP 4 Coordinator
Anissa Pace, MSDH, EI Region 3 Coordinator
Miranda Richardson, MSDH, EI Data Manager
Claudia Shedd, MSDH, LEIP 2 Coordinator
Gina Smith, MSDH, LEIP 9 Coordinator
Chelsea Panse, Assistant Professor, MSU

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MINUTES

NOTE: Due to the COVID-19 outbreak, this meeting was held virtually on Zoom. Attendees were able to participate on the phone or online.

Welcome/Introductions (B. Herrington)

B. Herrington opened the meeting at 9:35 am. She welcomed all SICC members and attendees.

Review and Approval of Minutes (B. Herrington)

Minutes from the October 23, 2020 meeting were reviewed by everyone and edited as needed (motion by C. Henington; second by C. Taylor). Minutes were then approved as written.

SICC Business (B. Herrington)

The following business items were discussed:

- **Reappointments/New Appointments**

The deadline to get the new appointments in is January 29, 2021. You only need to include a sentence or two for the nomination including who the person is, what role that they have, and their contact info. It would then go into a letter for Dr. Dobbs to send to the governor to make the request. The governor will then get his team and follow-up on appointments and then complete that process. For the members already on the committee we just need to know if you still want to continue your role on the committee. You can e-mail B. Herrington or V. Davis.

SICC Committee Reports (B. Herrington)

The following updates were provided on the work of the committees:

- **Personnel Preparation Committee:** J. Parker, Chair, reported that they are still working on several the committee initiatives that they have collaborated with ECPC about. They will be attending the ECPC workgroup meeting scheduled for February 2021 at various times. We will be continuing to work towards the goal of looking at the overall capacity for pre-service education throughout the state as it relates to preparing those professionals for Part C programming. There was no committee meeting for the month of January.
- **Public Awareness Committee:** L. Rolison, Chair, was not available. K. Driver reported that the committee have been meeting to get on top of the newsletter. They are making progress. They have one family testimonial story that will be going into the newsletter. The rest of the newsletter is data driven. The committee wanted a letter from the chair as an introduction (a personal introduction), to the newsletter and describe what we do as a committee for a family to utilize our services. The committee has a rough draft, but the contents are almost there. Once completed we will send a copy to S. Callender and we will be able to move forward. A suggestion was made to have a list of different agencies that families have available to them within the website and stated that it would be a very useful tool to parents.
- **Transition Committee:** C. Henington, Chair, reported that the committee did not have a meeting in December 2020, but the next meeting is scheduled for February 2, 2021. The

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committee's transition document has been accepted and approved by the office of Special Education to share out statewide at MDE. It was sent to P. Kenderick, S. Callender and V. Davis. They will review and discuss it the following week. C. Henington stated that she would like some recommendations from the SICC for some ideas on how to prioritize on what we do next, so she is looking for some input.

- **Recruitment/Retention Ad Hoc Committee:** R. Blakeney, Chair, was not available. S. Callender reported the committee has been working on a few priorities including a rate study to increase pay. The committee has been trying to work with HR, but HR has been 100% focused on COVID. We are really struggling to get moving on that issue. The committee are working on training around billing and billing through the data system and getting people in. We are trying to get some additional training that will provide guidance around how to manage as a billing provider and how to work with EI. We have a chase and pay model. Providers chase the payments from the insurance or payer source and if that is not forth coming then they submit that information to us and then we pay them. There are different funding processes depending on each state. This is the version MS has. We want to provide more guidance especially if anyone comes in new or a different model and they have operated in a different way. The committee has gotten the enrollment packet in. We are looking at two things. We are looking to address issues with high caseloads and trying to get new staff to reduce our caseloads. Due to COVID a lot of caseloads have gone down. As we come through this public health emergency, we know that the caseloads are going to go back up. We are working on a grant opportunity. We are currently working a grant that will focus on retention and looking at where we are and some of the strategies. We will be developing a recruitment plan as part of this grant. We will be implementing this plan if funded but even if we are not funded it is laying work that we want to do and that is developing a recruitment plan as part of this grant. Some of the strategies include focusing on how we do onboarding, provide ongoing training and support, and mentoring for staff as well as trying to address pay rate increases. If anybody is interested in working on that retention plan, we would welcome input.

Program Updates

The following updates were provided by the Program personnel:

- **Annual Performance Report:** Miranda Richardson, Data Manager, reviewed Local Early Intervention Program (LEIP) performance on the FFY2019 APR indicators with a comparison to the State results. There was quarterly pull for the compliance indicators because she wanted to report the info before COVID. Because we are missing 3 months of data for some categories due to COVID the data is as accurate as it can be. The Family outcome indicator was really hit hard by COVID. Surveys were mailed directly to the families in May/June of 2020 due to SC unable to give them the surveys directly. A lot of families did not return the surveys.

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Indicator	Current	New
1: Timely Services (<i>January 2020 – March 2020</i>)	85%	87%
2: Natural Environments (<i>December 1, 2019</i>)	88%	87%
3-A1: Child Outcomes (Social-emotional growth) <i>July 1, 2019 – June 30, 2020</i>	80%	89%
3-A2: Child Outcomes (Social-emotional on track) <i>July 1, 2019 – June 30, 2020</i>	62%	63%
3-B1: Child Outcomes (Knowledge & Skills growth) <i>July 1, 2019 – June 30, 2020</i>	82%	82%
3-B2: Child Outcomes (Knowledge & Skills on track) <i>July 1, 2019 – June 30, 2020</i>	55%	50%
3-C1: Child Outcomes (Action to meet needs growth) <i>July 1, 2019 – June 30, 2020</i>	80%	82%
3-C2: Child Outcomes (Action to meet needs on track) <i>July 1, 2019 – June 30, 2020</i>	56%	50%
4A: Family Outcomes (Family Rights) <i>May 2020 – June 2020</i>	90.12%	81.77%
4B: Family Outcomes (Communication Needs) <i>May 2020 – June 2020</i>	90.29%	74.80%
4C: Family Outcomes: (Help Children Learn) <i>May 2020 – June 2020</i>	89%	90%
5: Child Find 0-1 <i>September 1, 2019</i>	0.92%	0.73%
6: Child Find 0-3 <i>September 1, 2019</i>	1.95%	1.98%
7: 45-Day Timeline <i>January 2020- March 2020</i>	89.7%	88.8%
8A: Transition Steps and Services <i>January 2020- March 2020</i>	96%	90%
8B: Transition Notification to SEA & LEA <i>January 2020- March 2020</i>	99%	97%
8C: Transition Conference Meeting <i>January 2020- March 2020</i>	94%	90%

MITI Data System Update: Miranda Richardson, Data Manager, reported that MITI is fully active. Providers are currently in the system and working in the system. More providers are being added every day. All the providers are enjoying the system once they get the hang of it. This month is the first month we've attempted to do billing through the system, and it requires things to be put in order as we are all learning this and it's taking a little bit of make sure it's there. We have had some challenges getting everybody through the training. We have had had well over 500 people. Everyday we add new providers, so we are constantly updating and changing things in the system. If the SC has put the information in the system correctly then the service provider must enter a note for every service that they provide and enter the amount in the billing on the accounts payable tab. It does not bill based on the date of the service, but it

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creates an invoice based on the date it is approved. Once everyone gets more skilled at it, the Program Coordinator will be able to see everything in real-time.

- **Monitoring Update:** P.Kendrick was not available. V. Davis, Operations Director, reported that they have received several complaints over the last few months. One will soon be going to mediation. Two of them are in the process of just submitting their stuff and packets have been mailed out to them. Parents have been calling and have concerns. We have done an excellent job communicating with our programs when we do hear concerns. The staff have been very responsive. We have had calls from healthcare providers regarding concerns of families not being contacted and that is where we are with our complaints. We are in the process of developing new monitoring tools to help our regional and local program staff to be better able to monitor their team members. Now that we have a more integrated data system, we are developing new monitoring tools to assist those at the local and regional levels to be better able to monitor their program staff. L. Shivers wanted to add that she has sent out several webinars and have studied several documents concerning COVID and trying to meet regulations in the world of COVID. We are in a legally unprecedented time with COVID. It is a national situation, and it boils down to having a point person for communication to be sure this will be carried out or the family knows.
- **EI Staffing Child & Adolescent Health Update:** S. Callender reported the following staffing changes have occurred. Dr. Beryl Polk was promoted to take over Health Services with Kathy Burk retired. S. Callender was promoted to Child and Adolescent Health Director as of December 2020 she stepped into that role. She will continue the role of Part C Coordinator. Due to some reorganization through Health Services V. Davis will be the Operational Director through Health Services. She will also retain some role with EI round EI finances, quality improvement, training, and technical assistance. We have posted a position for an EI Specific Director for handling operations at the state office. We are accepting applicants for this position. We have a vacancy for a Training Coordinator at the state office as well. P. Edwards who had that position previously has taken over Program 5 as the Program Coordinator.

ECPC/CPT Committee Meeting Updates

V. Davis reported that the next meeting is scheduled for February 8, 2021 in the afternoon. The following people are serving on the committee: S. Callender, V. Davis, J. Parker, C. Allgood, K. Smith, C. Taylor and H. Spivey. We are looking to recruit other people and she will be sending our invitations to people to join the committee. To be on this committee requires a lot of dedication and she appreciate the level of dedication and commitment that has been provided by everybody on the committee. MS has been allowed to be an intensive state which means we are in the process of building a comprehensive system of personnel development for those who are working with children from birth to five right now, hopefully to expand it to eight. There has been a lot of moving parts for some time now. The people who have participated in this has been stellar. We could not be this far along in the process if it were not for everyone who has made a very concerted effort to engage in these practices. The work that we do at the ICC level in our committee meetings feeds into the bigger ECPC plan so you guys will hear me talk about our committee meetings at this level. We also have those expanded at a larger level and people are on both of those committees. I have exciting news for the CPT people when we meet on February 8, 2021. It is a teaser but well worth it. It is going to renew our focus.

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Public Comments

Community Links organization provides respite care for 5 -18-year-olds, for more information get with S. Callender.

EHDI will be having a free virtual online conference February 24,25, and 26, 2021 from 10:00 a.m. – 3:00 p.m. You can get information regarding the conference on the website at msdh.ms.gov/EHDI

C. Henington, current State President of MAPS, has a membership on the Autism Advisory committee. She will be serving from January 2021 – January 2023.

The MCH program have developed a policy around family engagement and as part of that, it has established an advisory board for family members. It's composed entirely of family members that give people access to MCH services. They will be advising our MCH program. The first Advisory Board meeting will be January 26, 2021 from 9:00 a.m. – 11:00 a.m.

Scheduling of Monthly Committee Meetings

All meetings will use the SICC Zoom link: <https://zoom.us/j/522213847> online. Individuals may also participate by phone: 1-646-876-9923 with Meeting ID 522-213-847.

- **The SICC meeting schedule for 2021:** January 22, 2021; April 9, 2021; July 23, 2021; October 22, 2021. Backup dates are the following: January 29, 2021; April 30, 2021; July 30, 2021 and October 29, 2021.
- **SICC Personnel Preparation Committee** meets third Thursdays at 1:00 pm
- **SICC Public Awareness Committee** meets first Mondays at 3:00 p.m.
- **SICC Transition Committee** meets first Tuesdays at 9:00-9:30 am
- **SICC Recruitment/Retention Committee** meets third Thursdays at 9:00 am.

Adjournment

- The meeting was adjourned at 11:20 am.

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Committee Members

Personnel Preparations: (meets third Thursdays at 1:00 pm)

J. Parker, V. Davis, C. Bates, R. Taylor, K. Smith, J. Slaughter, K. Riddle,
P. Childs, G. Smith, L. Jenkins

Public Awareness: (meets first Mondays at 3:00 p.m.)

P. Kenderick, L. Rolison, K. Driver, K. Butler, S. Miller, A. Pickett, S. Bailey,
J. McCarty, M. Masterson, S. Covington

Transition: (meets first Tuesdays at 9:00-9:30 am.)

C. Herrington, M. Richardson, C. Allgood, H. Spivey, N. Thompson, C. Taylor,
L. Shivers, C. Shedd

Recruitment/Retention: (meets third Thursdays at 9:00 am.)

B. Herrington, R. Blakeney, G. Woodard, S. Callender, N. Bennett, A. Pace