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| **Maine Interagency Coordinating Council (ICC) Meeting**09/12/22 from 11:00am-12:00pm |
|   | **Attendance:** | ICC Members: | Guests: |
|  | **Key:**\* = Notetaker  = Absent **Next Meeting(s):** 12/12/22 @ 11:00am | Erin Frazier, Director of Special Services, DOE Roberta Lucas, CDS State Director/619 Coordinator, DOEJamie Michaud, Part C State Coordinator, CDSJennifer Hopkins, Executive Assistant, CDS\*Cheryl Hillicoss, Early Intervention Program Manager, CDS YorkCheryl Mercier, Special Education Director, RSU 18Jackie Hersom, Assistant 619 Coordinator, CDSNena Cunningham, Head Start State Collaboration Director, DOECarrie Woodcock, Executive Director, Maine Parent FederationCrystal Arbour, Child Care Services Program Manager, DHHSDee Madore, Registered Dietician, Contracted ProviderAmy Spencer, Director of Early Intervention/SLP, MECDHHKari Jenkins, Parent and Service Coordinator, CDS ReachKristi Abraham, Parent, CDS ReachMeg Sigovich, Teacher of Children with Disabilities, CDS ReachCarly Lowell, Disabilities/Mental Health Manager, SKCDCJamie Bartlett, Children’s Behavioral Health, DHHSTrista Collins, Office of MaineCare Services, DHHSAmelia Lyons, Migrant Education & Homeless Education, DOELeigh Ann Fish, Assistant Professor of Early Childhood Education, UMFSue Salisbury, District #35 Representative, House of RepresentativesJessica Creedon, Parent/Foster Parent, CDS YorkDenise Merrill, Regional Associate Director, DHHSJill Hamm, Service Coordinator, CDS Two RiversSara Butler, Speech/Language Pathologist, CDS Two RiversJessika Frye, Parent and Service Coordinator, CDS Two RiversKelly Christopher, Parent, CDS DowneastTravis Bryant, Executive Director, AFFM and the Kinship ProgramHibo Omer, Program Director, New Mainers Public Health InitiativeBrenda Drummond, Director, Division for the Blind and Visually ImpairedNancy Moulton, Program Director, Catholic Charities, ESBVICJamie McLeod, Parent, CDS ReachNatasha Cannon, Parent, CDS ReachAbigail Roy, Parent, CDS ReachKaylee Constable, Parent and Home Childcare Provider, CDS PEDSSarah Groom, Child Welfare Program Manager, DHHS | Ivory Mills, Implementation Support Coordinator, Maine Families Home Visiting Program, Maine Children’s Trust Jacqueline Hersom, Assistant 619 Coordinator, CDS |
| **Minutes****Allotted**  | **Topic**  | **Discussion/ Agreements** |  **Action Items** | **Reference Materials** |
| 15 | Introductions & Announcements (Jamie Michaud) | * Welcome to Jenn Hopkins, Executive Assistant from the CDS state office, who will be providing administrative support for the ICC moving forward.
* We need to identify a new Chair (or co-chairs) now that the previous ICC Chair, Deborah Rooks-Ellis, has moved out of state.
* Given recent staffing changes, we need to identify the following representatives for the ICC:
	+ At least one member must be involved in personnel preparation.
	+ At least one member must be from the agency responsible for the State regulation of private health insurance.
* Jamie Michaud (Part C Coordinator, CDS), Ariana Whiting (Data Manager, CDS), and Barbara McGowen (Director of Fiscal Management, DOE) will be traveling to Washington DC in October to complete their participation in the Infant & Toddler Coordinators Association (ITCA) Finance Academy; in conjunction with this, a capstone project will be completed that focuses on increasing revenue for Part C services from public and private insurance. This project will be presented to the ICC for stakeholder input at the next meeting in December.
* Jamie Michaud (Part C Coordinator) will be traveling to Connecticut to wrap-up her participation in the Early Childhood Personnel (ECPC) Leadership Academy; in conjunction with this, Jamie will be developing and implementing a capstone project focused on improvements to Maine’s current comprehensive system of professional development (CSPD).
 | Email Jamie Michaud at Jamie.L.Michaud@maine.gov if you are interested and/or want more info about becoming the Chair/Co-Chair of Maine’s ICC, or if you have a suggestion for a representative of personnel preparation and/or private health insurance to join the ICC. |  |
| 15 | SAP/ICC Joint Meeting Proposal (Erin Frazier) | The State Advisory Panel (SAP), which provides policy guidance with respect to special education and related services for children with disabilities, would like to schedule a combined meeting with ICC members in October or November to share what both groups will be working on in the upcoming year. The SAP meetings are typically held the 3rd Wednesday of the month from 9:00-10:30am. Jamie Michaud took a poll of all ICC members present at the meeting via the chat feature to determine if there was a preference for which month (October or November) would work better for ICC members to join the SAP meeting. Most ICC members identified November as the best month to join a SAP meeting. | Information about a joint meeting with the SAP in November will be sent to ICC members via email.  |  |
| 30-45 | FFY21 Referrals & Child Find Update (Jamie Michaud) | Jamie Michaud, the Part C Coordinator, presented a comprehensive overview of Part C referrals and child find data (including cumulative child find data per recommendation of Erin Frazier at previous ICC meeting). * A lot of work has gone into finding more infants/toddlers that qualify for Part C services, and the referral and child find data shows that CDS has made huge gains in this area.
* DHHS changed data systems in January and, at that time, CAPTA referrals ceased as their system did not generate a report as it did in the past; this has been remedied, and DHHS recently sent the backlog of 450+ CAPTA referrals from 7/1/22 through 7/27/22.
* Roberta Lucas asked if CDS could add the CAPTA referrals into a separate slide so we could see what the numbers would look like if we had received CAPTA referrals on time; Jamie Michaud confirmed that this could be done manually since the backlogged referrals did show the date of the DHHS assessment that indicated a substantiated case of abuse/neglect.
* Roberta Lucas wondered how we compare with same or like state demographics with finding infants born with established condition. Do we fall in the ballpark with other states? Jamie Michaud shared that she meets with the Part C Coordinators from our neighboring New England states on a regular, albeit infrequent, basis and could inquire about what their data looks like for children eligible with established conditions.
 | Contact Jamie Michaud at Jamie.L.Michaud@maine.gov with any follow-up questions or for additional information.  | PowerPoint presentation will be shared with all ICC members with the minutes from today’s meeting. |
| 15 | Future ICC Topics/ Projects for 2023 (Jamie Michaud) | In 2023, Jamie Michaud would like for a sub-committee to meet and advise CDS on an efficient and effective process for communicating information about a child’s early intervention services with their physician. Other major areas of focus for Maine’s ICC in 2023 will include an upcoming rebranding/ marketing campaign for Maine’s early intervention program, as well as a federal audit from the Office of Special Education Programs (OSEP). The funds budgeted for rebranding must be used prior to 9/30/23, or DOE will have to return them back to the federal government. To avoid this, a staffing contract with Medical Care Development, Inc. has been put in place to assist with Part C’s rebranding campaign. ICC members were asked to share any topics or project ideas they would like to propose for Maine’s ICC in the upcoming year.  | Send additional topics and/or project ideas for Maine’s ICC to Jamie Michaud at Jamie.L.Michaud@maine.gov.  |  |