**Meeting Minutes for the**

**State Interagency Coordinating Council**

**December 9, 2024**

**MacKay Building, Library Commons**

**Members Present:**

Jodi Berscheid

Stephanie Busjahn

Teresa Campbell

Sarah Carter

Carrie Churchill

Kirsten Ducheneaux

Kelly Gilbert

Carie Green

Joe Hauge

Rochelle Holloway

Wendy Honeycutt

Katherine Schmidt

**Members Absent:**

JoLynn Bostrom

Gretchen Brodkorb

Melanie Lundquist

Carla Miller

Jordan Mounga

Laura Nordbye

Emily Quick

Tiara Selby

**Birth to Three Staff:**

Sarah Carter, Director

Kristin Tostenson, Program Specialist

Kayli Severyn, Program Specialist

Jen Kampmann, Program Specialist

Janet Penticoff, Senior Secretary

**Guests:**

Sharon Walsh, OSEP sponsored technical assistance centers ECTA and DaSy

**Call to Order and Roll Call**

The State Interagency Coordinating Council was called to order at 10:11 am. Central Time by SICC member Rochelle Holloway and roll call was taken. Introductions of the Birth to Three staff were made.

**Adoption of Agenda**

Motion by Joe Hauge, second by Carrie Churchill to approve the December 9, 2024, agenda. All voted in favor: Motion carried.

**Approval of Minutes**

Motion by Katherine Schmidt to approve the July 24, 2024, minutes, second by Jodi Berscheid. All voted in favor. Motion carried.

**Public Comment**

No public comment was offered.

**Birth to Three Office Updates:**

Sarah Carter, director Birth to Three program informed the Council would need to elect a chairperson for the 2025 calendar year. Election of this person will take place at the January meeting. Individuals interested should contact Sarah or current chair Rochelle Holloway.

Carter presented an update on the Birth to Three new comprehensive data system that launch 81/2025. The system, South Dakota Early Intervention Data System, is referred to as SEIDS (seeds). The state has been very pleased with the system. Carter noted, the state met with the vendor in February 2024, to begin work and by late April a select group of users were being trained in the system. Over the course of the summer, state staff entered 300+ agencies and 500+ individual providers, into the new system. Over 1000 child records were entered into the system by service coordinators throughout the state.

Carter explained the system has a significant more amount of data points that previously were not readily available to state staff. ICC members who are providers, described their experience with the system and their appreciation of the availability of information to them regarding the families and children they serve.

ICC Chair Rochelle Holloway presented members with a recently released report to the federal Office of Special Education (OSEP). OSEP had requested the Early Childhood Technical Assistance Center (ECTA) to present them with states who are leading the way in using data to improve outcomes for children and families. South Dakota was recognized for efforts to strengthen state, the ICC and local programs in strengthening their culture of data use. South Dakota was one of seven states presented for their promising practices.

**SD Head Start Collaboration Visions: Collaboration for Community Impact**

ICC member Jodi Berscheid, Head Start Collaboration Coordinator, presented information to ICC members on the role of the Head Start Collaboration Office, including the national priorities and in turn state priorities. Jodi spoke to the five-year grant cycle and input sought from stakeholders for completing a portion of the grant known as the Needs Assessment. After a question-and-answer time, Jodi asked members to please complete the survey and return to her.

ICC Chair Holloway called for a lunch recess at 11:57am

ICC Chair Holloway called the meeting back in session at 1:06pm

**National Update -Part C**

Sharon Walsh, technical assistance with ECTA and DaSy, informed members of matters happening at the federal level as it relates to IDEA and Part C which governs the Birth to Three program. Items discussed were FFY 2025 funding, timelines for congress, and any potential impacts to Part C nationally.

**OSEP DMS 2.0**

Carter informed members the state had been notified by the federal Office of Special Education to expect an onsite review in September of 2026. Carter and Walsh reminded ICC members of what the DMS 2.0 visit would entail including the process, timelines, and expectation that OSEP will want to speak with ICC members about the program. The state will keep members apprised as more is known.

**FFY2023 SPP/APR Submission:**

Carter presented the FFY 2023 State Performance Plan / Annual Performance Report (SPP/APR) comprised of performance from 7/1/2023 through 6/30/2024, that will be submitted by February 3, 2025, to the Office of Special Education Programs (OSEP). Carter shared common terms and definitions that are part of the presentation including defining the twelve indicators that made up the full SPP/APR package. Carter explained the state has been busy analyzing the data and today would present data related to several indicators.

Indicators C1, C7 and C8 are considered compliance indicators with targets of 100% established by OSEP. Carter explained the monitoring period for these compliance indicators reflect the second quarter of FFY 2023, 10/1/2023 through 12/31/2023. The state’s performance is as follows:

Indicator C1: Timely Provision of Services

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Total # of I/T with IFSPs | # of I/T with IFSP who receive the EI services on their IFSP in a timely manner | Exceptional  Family Circumstances | NOT EFC | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 524 | 496 | 28 | 0 | 100% | 100% | 100% | Met Target | No Slippage |

Indicator C7: 45-day Timeline

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| # eligible I/T evaluation & assessed for whom an initial IFSP meeting was required to be conducted | Number of eligible I/T with IFSP for whom an initial evaluation & assessment & an initial IFSP meeting was conducted within Part C’s  45-day timeline | Exceptional  Family Circumstances | NOT EFC | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 268 | 227 | 41 | 0 | 100% | 100% | 100% | Met Target | No Slippage |

Indicator C8A: EC Transition Steps and Services

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of toddlers with disabilities exiting Part C | # of children exiting Part C who have an IFSP with transition steps & services | Exceptional  Family Circumstances | NOT EFC | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 167 | 165 | 2 | 0 | 100% | 100% | 100% | Met Target | No Slippage |

Indicator C8B: EC Transition Notification to SEA and LEA

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of toddlers with disabilities exiting Part C who were potentially eligible for Part B | # toddlers exiting Part C notification to SEA & LEA occurred at least 90 days prior to child’s 3rd bday | Exceptional  Family Circumstances | NOT EFC | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 167 | 167 | 0 | 0 | 100% | 100% | 100% | Met Target | No Slippage |

Indicator C8C: EC Transition Conference

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of toddlers with disabilities exiting Part C who were potentially eligible for Part B | # of toddlers exiting Part C with transition conference at least 90 days but no more than 9 months prior to third birthday | Exceptional  Family Circumstances | NOT EFC | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 167 | 165 | 2 | 0 | 100% | 100% | 100% | Met Target | No Slippage |

Results indicators C2, C4, C5 and C6 were reviewed. Targets for results indicators were established by the SICC in November 2021 and were inclusive of the FFY 2020 through FFY 2025 reporting years. Result indicator data reflects the full FFY 202e reporting year, 7/1/2023 – 6/30/2024. The state’s performance is as follows.

Indicator C2: Services in Natural Environment

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # infants and toddlers with IFSP who primarily receive EI services in the home or  community-based setting | Total number of infants and toddlers with IFSPs | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 1232 | 1213 | 98.10% | 97.25% | 98.46% | Met Target | No Slippage |

Indicator C5: Child Find (Birth to Age 1)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # of Infants/Toddlers birth to 1 with IFSPs | SD Population of Infants/Toddlers birth to 1 | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 192 | 11,434 | 1.30% | .89% | 1.68% | Met Target | No Slippage |

Indicator C6: Child Find (Birth to Age 3)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # of Infants/Toddlers birth to 3 with IFSPs | SD Population of Infants/Toddlers birth to 3 | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 1,232 | 34,152 | 3.37% | 2.83% | 3.61% | Met Target | No Slippage |

Indicator C4: Family Outcomes

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Measure | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status | Slippage |
| 1. A. Percent of families participating in Part C who report that EI services have helped the family know their rights | 85.52% | 94.30% | 85.32% | Did not meet target | No Slippage |
| 1. Percent of Families participating in Part C who report that EI services have helped the family effectively communicate their child’s needs | 87.78% | 90.60% | 87.23% | Did not meet target | No Slippage |
| 1. Percent of families participating in Part C who report that EI services have helped the family help their child develop and learn. | 86.43% | 90.30% | 84.89% | Did not meet target | Slippage |

Carter informed members data for Indicator C4 is gathered through an electronic survey provided to families when exiting the Birth to Three program. FFY 2023 marks the third complete year the state has used a different survey tool and method of distribution for this indicator. The state utilizes the Family Outcome Survey – Revised and distributes the survey electronically to families. The state notes a dramatic increase in return rate. FFY 2023 return rate was the highest year reported for return rate. The state had 43.97% of surveys returned, that is 20% increase over the previous year. Carter when on to praise the local service coordinators for their dedication to ensure families were receiving the surveys but also sending out reminders to have them returned.

Carter followed up on two items raised by the ICC last year related to indicator C4. ICC members had asked 1) if the targets should be adjusted given, they had not been met and 2) if children who had been in the program less than 6 months impacted the survey results. Carter’s response was 1) the state did not recommend adjusting the targets. With only two years remaining in the existing SPP/APR package and given the significant improvement in response rate, the state recommended leaving where at; and 2) the data did not show any statistical difference by removing surveys from families who had been in the program less than 6 months, as such the state recommended leaving the results from all families in the group.

Several members spoke up and agreed with the state decision to leave targets as is and to include all families. No motion was needed as all items would stay as is.

Carter stated during the January meeting the state would bring forward Indicators C3, C9, C10, C11 and C12 information.

ICC Chair Holloway reminding members of the next meeting on January 22, 2025, from 3:00 – 5:00. This meeting will be held virtually.

Wendy Honeycutt moved to adjourn the meeting, second by Carie Green. All voted in favor. Motion carried. Meeting adjourned at 2:41 PM CST.

Next meeting date is scheduled for Wednesday, January 22, 2025.