**Meeting Minutes for the**

**State Interagency Coordinating Council**

**January 24, 2024**

**Virtual via Zoom**

**Members Present:**

Gretchen Brodkorb

Teresa Campbell

Carrie Churchill

Kristen Ducheneaux

Carie Green

Joe Hauge

Rochelle Holloway

Melanie Lundquist

Michelle Martin

Jordan Mounga

Laura Nordbye

Emily Quick

Katherine Schmidt

Tiara Selby

Debra Willert

Sarah Carter

**Members Absent:**

Jodi Berscheid

JoLynn Bostrom

Cindy Fischer

Wendy Honeycutt

Carla Miller

Jaze Sollars

**Birth to Three/DOE Staff:**

Sarah Carter, Director

Crystal Goeden, Program Specialist

Steve Livermont, Program Specialist

Jen Kampmann, Program Specialist

Janet Penticoff, Senior Secretary

**Public:**

No public were in attendance.

**Call to Order**

The State Interagency Coordinating Council meeting was called to order at 3:02 PM Central Time by SICC chair Rochelle Holloway.

**Roll Call**

Roll call was taken by Holloway. Determined a quorum was present.

**Approval of Agenda**

Motion by Melanie Lundquist to approve the January 24, 2024, agenda; second by Michelle Martin. All voted in favor; motion carried.

**Approval of October 2023 Minutes**

Motion by Carrie Churchill to approve the October 26, 2023, minutes as presented; second by Deb Willert. All voted in favor; motion carried.

**2024 Membership Update**

Sarah Carter, Birth to Three program director, welcomed new member Tiara Selby to the council. Tiara was appointed by Governor Noem to serve a three-year term beginning January 2024. Tiara is a parent representative from the Eagle Butte area. Carter also noted members who had been reappointed to serve another three-year term included: Joe Hauge, Rochelle Holloway, Melanie Lundquist, Carla Miller, and Katherine Schmidt. Carter thanked all members for their continued service and dedication to the Birth to Three program. Two positions are open, and program staff are actively seeking persons to fill.

**SICC 2024 Chair Appointment**

Carter opened the floor for nominations for chairperson to serve the 2024 year. Michelle Martin nominated Rochelle Holloway to serve again as the Chairperson for the 2024 year. Nominations ceased. Holloway was unanimously elected to serve as Chairperson for the 2024 year.

**FFY 2022 SPP/APR Submission**

Sarah Carter presented the FFY2022 State Performance Plan / Annual Performance Report (SPP/APR) comprised of performance from 7/1/2022 through 6/30/2023, that will be submitted by February 1, 2024, to the Office of Special Education Programs (OSEP). Carter shared common terms and definitions that are part of the presentation including defining the eleven 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 Indicators 1 – 10; Indicator 11 was presented and discussed during the October SICC meeting.

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 2022, 10/2/2022 through 12/31/2022. 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 279 | 254 | 25 | 0 | 99.14% | 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 293 | 247 | 46 | 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 152 | 148 | 4 | 0 | 99.40% | 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 152 | 152 | 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 152 | 148 | 4 | 0 | 99.40% | 100% | 100% | Met Target | No Slippage |

Results indicators C2, C3, 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 2022 reporting year, 7/1/2022 – 6/30/2023. 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 1,134 | 1,156 | 99.61% | 97.00% | 98.10% | Met Target | No Slippage |

Indicator C3A: Child Outcomes Percent of Infants and Toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Social-emotional skills | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. | 38.63% | 42.00% | 45.83% | Met Target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program. | 71.35% | 72.75% | 76.17% | Met Target |

Indicator C3B: Child Outcomes Percent of Infants and toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Acquisition and use of knowledge and skills (including early language/communication). | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. | 74.16% | 75.50% | 76.94% | Met Target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program. | 57.30% | 53.60% | 61.14% | Met Target |

Indicator C3C: Child Outcomes Percent of Infants and toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Use of appropriate behaviors to meet their needs | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. | 88.79% | 91.50% | 84.15% | Did not meet target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program. | 77.82% | 82.00% | 71.75% | Did not meet target |

Carter noted the state is in the second year transitioning from Battelle Developmental Inventory-2 to the Battelle Developmental Inventory-3, the assessment tools used to gather data for Indicator C3. Targets for this indicator were established prior to the state’s transitioning. The FFY 2023 reporting year will be the third year of collecting BDI-3 data, the SICC may want to re-evaluate the targets at that time.

ICC member Melanie Lundquist asked for clarification related to what 84.15% represented on Indicator C3C Summery Statement 1. Carter explained, Summery Statement 1 represented of all children who exited the program who at the time of eligibility were below their age like peers, and by the time they exited the program they had made significant progress in their developmental trajectory not that they had reached their age expectations at time of exit.

Indicator C4: Family Outcomes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Measure | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status |
| 1. A. Percent of families participating in Part C who report that EI services have helped the family know their rights | 88.11% | 94.20% | 85.52% | Did not meet target |
| 1. Percent of Families participating in Part C who report that EI services have helped the family effectively communicate their child’s needs | 90.98% | 90.40% | 87.78% | Did not meet target |
| 1. Percent of families participating in Part C who report that EI services have helped the family help their child develop and learn. | 87.30% | 90.20% | 86.43% | Did not meet target |

Carter informed members data for Indicator C4 is gathered through an electronic survey provided to families when exiting the Birth to Three program. FFY 2022 marks the second 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 the 23.56% return rate is a slight dip from previous year . However, the state was pleased to see increased representativeness. The state reports representativeness of surveys to the population served based on two areas 1) race/ethnicity and 2) Medicaid eligibility. Using OSEP provided tools, the state found representativeness in all race/ethnicity with the exception of White families, who were overrepresented. The state also determined surveys were representative of families indicating they were Medicaid eligible. Carter noted, surveys are anonymous, and the state is only able to determine from what service coordination region the family is responding.

While targets were not met, the state does not recommend making any changes to the targets given only two years of data available the new tool and distribution method. SICC members might which to re-evaluate this after the FFY 2023 data is gathered.

Indicator C5: Child Find (Birth to Age 1)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # of Infants/Toddlers birth to 1 with IFSPs | SD Population of Infants/Toddlers birth to 1 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 149 | 11,445 | 1.24% | .89% | 1.30% | 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 | FFY2021 Data | FFY2022 Target | FFY2022 Data | Status | Slippage |
| 1,156 | 34,292 | 2.97% | 2.83% | 3.37% | Met Target | No Slippage |

Carter presented on Mediation Indicators Indicator C9 Resolution Sessions and C10 Mediation, explaining OSEP does not require states to report or set targets if the state has less than 10 in either of the indicators. South Dakota meets this and as such has no data to report for these.

**Birth to Three Program Updates:**

Crystal Goeden, Birth to Three program staff, updated SICC members that a new service coordinator has been hired by the HUB Area Birth to Three program. Angella Welke will be joining the HUB Area region who have seen a dramatic increase in child count.

Carter shared the Birth to Three program has awarded a contract to YahaSoft to develop a new comprehensive data system. Work on the new system will begin in February with a kickoff meeting between developers and state staff. YahaSoft brings extensive experience in Part C data systems as they currently provide similar systems to multiple state Part C programs.

Steve Livermont, Birth to Three program staff, shared estimated 12/1/2023 child count data that will be finalized and reported to OSEP February 21, 2024. December 1 is the official one-day child count used for this data. Livermont reported the 12/1/2023 one-day unduplicated child count as 1,232 and the cumulative count as 2,304. This is the second highest reported child count for the program. The first being in 2012. SICC member, Joe Hauge, asked if there was rational for why increase in child count. Carter said while child count was up across the state, there was a definite increase in numbers in the region where a pilot project was underway to increase child find efforts.

Jennifer Kampmann, Birth to Three professional development staff, updated members on upcoming adjustments being made to the Bright Beginnings training calendar. After significant analysis and input from coaches, who are direct service providers, the state will be modifying the training calendar timeline. To accommodate smaller numbers of trainees, the course will be condensed to fit a six-week course timeline. the content of the Bright Beginnings training and expectations for initial fidelity will not change. Making these changes will allow more flexibility to train the remaining providers consisting mainly new to the early intervention field and those school district personnel who are not actively serving a Birth to Three child. The state plans to begin offering this condensed training in April 2024 and will offer it monthly going forward.

Kampmann updated members on work that is happening with the University of South Dakota’s professional preparation programs (Physical Therapy, Occupational Therapy and Speech Language Pathology programs). A collaboration effort between Birth to Three and USD resulted in US Ed grant issued to USD to create the Program for Advancing Childhood Early Intervention (PACE). This effort is to introduce students to the professional opportunities in the Early Intervention field and specifically the evidence-based practice adopted by South Dakota’s Birth to Three program. Kampmann will serve on the advisory board and assist with creating curriculum modules in family engagement and coaching. Birth to Three will also assist in placing PT, OT and SLP intern students interested in early intervention with Tier 1 providers throughout the state.

Carter informed members the Special Education conference will be March 5 and 6 in Sioux Falls and this year there will be an early intervention thread. If any ICC member is interested in attending, please contact Sarah.

**Public Comment**

Chair Holloway opened the floor for any public comment. None was presented.

**Adjournment**

Motion by Kirsten Ducheneaux to adjourn; seconded by Jordan Mounga. All voted in favor; motion carried. Meeting adjourned at 4:32 pm.

Next meeting of the SICC is April 17, 2024, 3:00 CT. Meeting will be held virtually via ZOOM.