

**Meeting Minutes for the  
SD Interagency Coordinating Council  
April 21, 2021 – 3-5 PM  
Virtually**

Members Present:

Valerie Kelly, ICC Chair  
Carla Miller  
Carrie Churchill  
Cindy Fisher  
Dawn Smith  
Gretchen Brodkorb  
Jodi Berscheid  
Joe Hauge  
Jordan Mouna  
Kirsten Ducheneaux  
Laura Nordby  
Leonard Suel  
Mary Bowne PhD  
Melanie Lundquist  
Michelle Martin  
Rochelle Holloway  
Sarah Carter

Members Absent

Cindy Michelson  
Debra Willert  
Jaze Sollars  
JoLynn Bostrom  
Katherine Schmidt  
Katie Wiseman  
Sen. Jim Bolin

Birth to 3 Staff

Sarah Carter, Director  
Crystal Goeden, Program Specialist (Technical Assistance)  
Steve Livermont, Program Specialist (Data)  
Jennifer Kampmann, PhD Program Specialist (Professional Development)  
Janet Penticoff, Billing Specialist  
Lindsey Bomberger, Secretary

Others in Attendance:

Bobbi Brink, SLP Part C Consultant  
Sharon Walsh, Early Childhood Technical Assistance Center

ICC Chair Valerie Kelly called the meeting to order at 3:05 PM via ZOOM platform.

Motion to approve agenda by Laura Nordby; 2<sup>nd</sup> Joe Hauge. All approved. Motion carried.

Motion to approve January 2021 minutes by Melanie Lundquist; 2<sup>nd</sup> Mary Bowne. All approved. Motion carried.

### **Public Comment**

No public comment brought forth.

### **Head Start Collaboration Update**

Jodi Berscheid, Head Start Collaboration Office, presented on Crosswalk which is the South Dakota's Early Learning Guidelines & Kindergarten Content Standards currently being printed. The Crosswalk promotes development and creates a continuum of learning from Pre-K programs to Kindergarten. All domains and indicators from the Early Learning Guidelines and South Dakota Kindergarten content standards are included. Berscheid discussed the organization of the Crosswalk and how it will be distributed throughout the state. This included: post-secondary institutes, DSS Early Childhood Enrichment Centers, and other agencies with links to each childhood development. Public school districts will receive a copy to distribute to their JK, Kindergarten or in some instance's preschools. Other opportunities for distribution include: Part B, Part C, Parent Connection, SD Statewide Family Engagement Center, SDPB Early Learning Initiatives, SASD, etc.

### **Birth to Three Program Updates**

Sarah Carter, Part C Administrator, discussed the recent Service Coordination RFP and changes to the regional map. Proposals have been received for each of the service coordination regions. Proposals will be reviewed in the next weeks with award notifications happening mid-May. Contracts will begin July 1, 2021.

Carter informed ICC members 2021-2022 Provider Application Agreements will be distributed May, 2021. The Annual Provider Application will coincide with budget year of July—June. The state has begun an Initial Application process with all new providers. This includes gathering of information related to providers availability to provide services and location of those services. Additional demographic data will be gathered (i.e. language/bilingual etc.)

Birth to Three team discussed recent enhancements being made to the Birth to Three Data System. These enhancements include updated provider demographics (i.e., Tiered provider, sub-provider etc.), enhanced reporting (i.e., RBI, deaf/hard of hearing, etc.) and agility in creating reports for more comprehensive data review and evaluation.

ICC members were reminded of the OSEP State Review schedule and stated South Dakota is not in the first two Cohorts, but there is a high possibility that South Dakota will be in Cohort 3. State Office will be preparing and providing technical assistance activities to support regional service coordination programs and providers. Crystal Goeden, Birth to Three program specialist, explained the "mock" reviews being conducted in the service coordination regions. This activity promotes self-assessment for each service coordinator in reviewing their own files and records. TA activities are being planned for direct service providers in the coming months.

Jennifer Kampmann, Birth to Three program specialist and Bobbi Brink, SLP, comprise the state's professional development team and presented on Bright Beginnings professional development. For direct service providers, this is a guided training in methods of providing early intervention that promotes family engagement through shared knowledge of child development, encouraging family interactions and boosting family competence and confidence all to support positive child and family outcomes. The training is 100% online using multiple platforms and has a strong coaching component.

Bobbi Brink, SLP, Birth to Three PD contractor, provided updates on the training Cohort 6 which is finishing up and Cohort 7 which began April 9, 2021.

Kampmann discussed the combination Routines-Based Interviewing with Bright Beginnings and how it is valuable to parents and providers to help the child and provided a family survey response when the two methods come together. Kampmann spoke to future cohort training and items state is reviewing for consideration.

### **Federal Reporting**

Carter provided Child Count Data based on federal reporting day, 12/1/2020. Count and relevant statistics can be found in the posted presentation. Carter acknowledged child count was down in 2020, due to COVID. Reports since December indicate child count is rising and in several regions is close to pre-COVID numbers.

South Dakota FFY2019 SPP/APR was submitted February 1, 2021. At time of meeting, OSEP Clarification Period is taking place. Each state can review if OSEP had comments and make adjustments accordingly. The State Systemic Improvement Plan was submitted April 1<sup>st</sup>, 2021.

The FFY2021 Grant Application is due May 7<sup>th</sup> and is available on the DOE website and open for public comment until April 30<sup>th</sup>. Carter reviewed the components of the grant, anticipated award amount and coming year budget. For full details see the grant application located <https://doe.sd.gov/birthto3/> or the April 21, 2021 ICC presentation on the South Dakota Boards and Commission site.

Indicator C4 Family Outcomes was presented by Carter, Sharon Walsh, state consultant and ICC members Mary Bowne and Kirsten Ducheneaux. Indicator C4 is a federal reporting indicator for the Birth to Three program. It is reported the percent of families participating in Part C who report that early interventions services have helped the family: A. know their rights; B. effectively communicate their children's needs; and C. help their children develop and learn. The state gathers the data for this indicator using a survey tool.

Carter and Walsh introduced Indicator C4 and the focus on this indicator based on new requirements issued by OSEP related to response and response representation. State's must include in their report the number of families to whom the surveys were distributed; the number of respondent families participating in Part C; compare current year's response rate; and describe strategies that will be implemented which are expected to increase the response rate year over year (particularly for those groups that are underrepresented). The State must also analyze the response rate to identify potential nonresponse bias and take steps to reduce any identified bias; including the state's analysis of the extent to which the demographics of the families responding are representative of the demographics of infants, toddlers, and families enrolled in the Part C program. If the analysis shows that the demographics of the families responding are not representative of the demographics, the state will need to describe the strategies that the State will use to ensure that in the future the response data are representative of those demographics.

ICC members Bowne and Ducheneaux presented work done over the past winter by a small workgroup of ICC members. The workgroup focused on the tool used by the state to gather C4 data, the distribution of the tool and the frequency the tool is distributed. Bowne described to the full ICC the workgroups analysis of South Dakota Part C data and comparison of other states tools and methods. Kampmann provided demonstration of online tool that was explored. At the conclusion Bowne and Ducheneaux presented the small workgroup recommendations for the state to consider.

ICC Chair Kelly requested motions for the recommendations that were presented.

Jordan Monga moved to recommend the South Dakota Birth to Three program adopt as the tool to measure Indicator C4 data the Early Childhood Outcomes Center (ECO) Family Outcomes Survey – Revised Version. We further recommend the state make efforts to implement this tool beginning with the new federal reporting year that begins 7/1/2021. We ask the state to analyze the data collected in the first year and report back to the ICC in the spring of 2022 on the impact of the use of the new tool.

2<sup>nd</sup> Rochelle Holloway. All approved. Motion carried.

Carla Miller moved to recommend the South Dakota Birth to Three program begin, as soon as feasible, to distribute the Indicator C4 tool via an online format. Important considerations for the use of this tool include ability to desegregate surveys by region; ability to send tool to parents via text and or email; and ability to send parent reminders to complete the survey. It is also recommended that parents have an option to receive and complete the survey using a hard paper copy of the survey in the event an electronic survey is not possible or acceptable for the family. We further recommend the state make efforts to implement this tool beginning with the new federal reporting year that begins 7/1/2021.

2<sup>nd</sup> Laura Nordby. All approved. Motion carried.

Leonard Suel moved to recommend the state consider distributing the C4 survey to each family more often than at exit. However, we recognize there are changes that must be made to the existing data system to accurately capture this information and subsequently report to the federal Office of Special Education Programs (OSEP). Therefore, the group recommends over the 2021-2022 reporting year the state analyze the cost and feasibility of the Part C program moving to an annual distribution of surveys to all families; compare the data collected with the new survey tool with historical C4 family outcome data; and report back to the ICC in spring 2022 on the findings.

2<sup>nd</sup> Joe Hauge. All approved. Motion carried.

Sarah Carter reminded members two meetings remain for the 2021 calendar year. State is planning one of these meetings to be virtual and one in person. More details to follow.

Carla Miller motion to adjourn at 4:53pm, 2<sup>nd</sup> Michelle Martin. All approve. Motion carried.