

State Interagency Coordinating Council

February 6, 2023 Minutes
9:00 AM-12:00 PM
Remote Meeting via Zoom

Cynthia Jackson

ICC Chair/Provider

Leona Adamczyk

ICC Vice

John Lamb

Dept. of Public Health

Tiffanie Allain

Parent Representative

Donna Maitland-Ward

Dept. for Children and Families

Maris Pelkey

Creative Interventions, Provider

Elaine Balsley

Reachout, Provider

Nicole Cossette

Office of Early Childhood

Senator Ceci Maher, pending

State Senator

Shonda Easley

Parent representative

Sharon Marie

Dept. of Aging & Disabilities Services

Ginny, Mahoney

Dept. of Social Services

Anne Giordano

Education Connection, Provider

Louis Tallarita

SDE-Homeless Children

Pending Appointment

SDE-619

Julie Hall

SARAH Inc, Provider

Karen Pascale

Early Head Start

Ann Milanese, M.D.

American Academy of Pediatrics

Representative Liz Linehan

House of Representatives

Tammy Venenga

Dept. Of Developmental Services

Mary Beth Bruder

UCEDD

Lisa Opert

Parent Representative

Robb Dunn

Parent Representative

David Gonzalez-Rice

Parent representative

Lauren Black

Parent Representative

Gerard O'Sullivan, pending

Department of Insurance

ICC Members Present: Cindy Jackson, Tiffanie Allain, Shonda Easley, Elaine Balsley, Ginny Mahoney, Nicole Cossette, Lisa Opert, Leona Adamczyk, Sharon Marie, Julie Hall, Gerard O'Sullivan (pending appointment), Bethanne Vergean (representing UCEDD), Senator Ceci Maher (pending appointment), Ann Milanese, Donna Maitland-Ward, Karen Pascale, Louis Tallarita, Robb Dunn, Maris Pelkey, John Lamb, Anne Giordano,

ICC Members Absent: Representative Linehan, Lauren Black, David Gonzalez-Rice, Tammy Venenga

Meeting called to order at 9:00 AM by Cindy Jackson ICC Chair

Introductions: ICC members in attendance introduced.

Public Comment:
No public comment.

Old Business:
Approval of the December 5, 2022 minutes: Approved.

Updates from Committees since February 2022 meeting:

Legislative/Fiscal Committee Small committee met with Nicole Cossette, Mary Coyle, and Ashley McAuliffe at OEC regarding fiscal data shared with ICC and program directors; working out how to share more meaningful data. Cindy Jackson met with Maggie Adair, OEC Director of Government and Community Relations regarding legislative proposals on the table. Julie Hall has prepared handout talking points for providers to share with legislators when contacting legislators and testifying. This handout was shared with the group at large during the meeting.

Education and Outreach Committee No updates since last meeting.

System Support/Personnel Development Committee No updates since last meeting.

Equity and Diversity Committee Group met in January to modify mission statement. Decided at that meeting that both mission and vision statement were needed. Statements were shared and read aloud to group at large. OEC will be looking for feedback. Nicole Cossette shared form to be used to provide feedback. Next meeting set for February 23, 2023 at 9am.

New Business:

ICC Annual Report shared with the group. Cindy Jackson reviewed each section with ICC members asking for comments and questions. This report will be shared with the Governor and Legislators in the next few weeks. Cindy suggested specific data points should be referenced when speaking with legislators about Birth to Three and its impact on children and families they serve. Cindy highlighted that there were 2 new languages in the top 10 languages based on data of children referred to Birth to Three: Albanian and Mandarin. It was suggested this be something to look at closely each year in ensure documents are translated and available in the current top 10 languages. There was a question around eligibility rate in FY21 and was suggested due to COVID implications of remote evaluations and the need for clinical opinion.

Membership to ICC updates: Julie Hall, Donna Maitland-Ward, and John Lamb are all formally appointed. Senator Maher is pending appointment. There is follow-up on the appointment of House Representative to the ICC. Gerard O'Sullivan's appointment as representative from Dept. of Insurance is pending. With Myra Watnick's retirement, there is a new provider opening for appointment to the ICC. Those interested should reach out to Sabrina Crowe at the OEC for application and requirements.

April Meeting will be Family Focus event, scheduled for April 3, 2023. This meeting will be in person and will be held at the American School for the Deaf (ASD) in West Hartford. Thank you, Stephanie McClennan. The hope is to have as many families present and in person as possible to share their stories. Cindy Jackson suggested having a parent lunch and learn with CPAC directly following the meeting (12pm-1pm). Others liked this idea and Leona stated she could help with this. Cindy asked providers to encourage families to participate and to link them with Lisa or Leona who will support them in preparing for the event. Further details and discussion within Education Outreach/Communication Committee.

Nicole Cossette shared Lead Agency report. See below.

Committee reports outs:

Legislative/fiscal topics: Group welcomed Sen. Maher and gave brief overview of the Birth to Three system and role of ICC. The legislative handout prepared by Julie Hall was shared and discussed. Discussion around how to protect the GAP payment. Discussion with Gerard O'Sullivan (Dept. of Insurance) around what services are billed and what is collected. Group would like to look at adding data to fiscal ICC report showing revenue obtained from insurance billing. Additional discussion around translation/interpretation, including suggestion of translating top 15 languages instead of top 10 and ways to get translated materials more quickly to maintain equity.

Education and Outreach topics: Discussion around upcoming April Family Focus meeting, including how to "sell" to families to encourage participation. Suggested an FAQ document for families that would include: what the day is about, the audience, how do parents and families participate, how do I prepare, and Lisa's contact information to participate. This document will be sent to Cindy and Sabrina once complete for approval and then distributed to programs/providers. Discussion around how to support remote/virtual participation of families for those that travel is just too far; ideas being: participation through Zoom during the meeting, typing a statement to be read at the meeting, recording a video to be played during the meeting. Additional brief discussion around second family gathering at Camp Harkness. Lisa is gathering details now and will have further information to share at next ICC meeting or June's ICC meeting with plan for the gathering to be end of June.

System Support/Personnel Development topics: Discussion around the initial certificate trainings and if they are a necessity; how to decrease initial trainings to get providers out seeing families immediately. Discussion around connecting and partnering more with higher education (colleges and universities) for incorporating preservice trainings into curriculum and internship opportunities in Birth to Three. Continued discussion around how to recruit—more data is needed, especially following internships (why are/aren't they continuing with early invention as career). Discussion around ITSF credential process—what credit can be given for trainings or other credentials already completed?

Next Meeting: scheduled for April 3, 2023—Family Focus Event (in person at American School for the Deaf)



State Systemic Improvement Plan (SSIP)

Parents will be able to describe their child's abilities and challenges more effectively as a result of their participation in Early Intervention.

FFY20-25 SPP / APR SSIP

- The Annual Performance Report (APR) and State Systemic Improvement Plan (SSIP) was submitted to the Office of Special Education Programs (OSEP) on January 30, 2023. Thank you to all the reviewers!
 - See the attachment below for the ICC public reporting tables.
 - The final APR and SSIP Report is posted here: [Annual Performance Reports – Birth23.org](https://www.birth23.org/annual-performance-reports)

Fiscal Enhancements

- The Office of the Attorney General (AG) is reviewing the finalized Public Consulting Group (PCG) contract for final approval. Once the AG's office approves, the work can begin. The first deliverable is now expected to be completed by February 28, 2022.
- American Rescue Plan (ARP) funds update. Contracts are moving for many of the initiatives submitted in the ARP budget for Part C ARP funds.
- The Lead Agency is continuing the work on the Federal Part C Application and will publicly post for feedback by the end of the month.
 - This application is due sometime in early May.
 - This application is based on FFY22-23 budgets as appropriations have not been finalized.
 - We will continue to include a second budget for the summer extension.
 - At our next meeting we will review the final draft of the Part C Application.
 - Below is our previous Part C application that has been approved by OSEP.

Education Outreach

- A second order of the Parent Rights brochure is at the printer and will be shipped to programs.
 - Once the combined Parent Rights/System of Payments brochure is finalized, it will be sent to the printer as well for distribution to programs.
- Handbook III - Transition is in process for update with O'Donnell.

Leadership Grant

- Cohort 2 participants are working diligently on their local projects.
 - Cohort 2 is set to conclude in 4 weeks.
- Cohort 3 recruitment will begin in the coming months with a focus on aspiring leaders in the system.
 - There will be an in-person aspect in the next cohort.
- The next Annual Performance Report (APR) is due in May.

Personnel Development Grant

- Bonnie Keilty, Ph.D., and Lead Agency (LA) staff met in person in December to outline the interim Infant Toddler Family Specialist (ITFS) credentialing process. The exam has been piloted and revised after the first candidate sat for it, and two additional candidates have been scheduled for later this month.
- The coaching year 3 TA groups are generally 2 TA sessions in and moving toward the six required to submit for grant reimbursement. It is important to support the continued timely process to meet grant deadlines for submission.
- The grant's Annual Performance Report (APR) will be due in May, and a final report on the grant will be due in January 2024.

Personnel Development

- The Circle of Security (CoS) contract amendments for programs are in process, with only three remaining program contract amendments awaiting signature at the AGs office. The other 12 programs participating in the CoS initiative have fully executed their contract amendments and have begun the process for reimbursement.
- The Student Placement reimbursement process has for programs with fully executed contracts has begun last week.
- A survey went out to all Provider Programs to inquire about system needs related to personnel, trainings, and materials. Thank you to all who have participated to date. Please consider completing the survey today if your program has not to ensure we have your input!

General Supervision

- Recommendations for Individuals with Disabilities Education Act (IDEA) Compliance Self-Assessment (ICSA). Programs verification of correction of non-compliance was due last week.
- Looking for recommendations for the 2023 Priority Rubric. The Priority Rubric determines the level of technical assistance (TA) to programs.

DMS2.0

- The state has started drafting a timeline to prepare for DMS2.0 which will be shared in the June 2023 ICC meeting.

Data

The enrollment and fiscal data requested by the ICC on a regular basis is attached.

Connecticut Part C FFY21 / SFY22 SPP-APR Summary

Indicator	FFY19	FFY20	Target	FFY21	Notes
# 1. Percent of infants and toddlers with IFSPs on 12/1/21 who receive the NEW early intervention services on their IFSP in a timely manner.	99.6%	99.9%	100%	99.9%	2 new services were late due to staff error.
# 2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children.	99.97%	99.98%	95%	100.00%	
# 3a. Percent of infants and toddlers with IFSPs who demonstrate improved positive social-emotional skills (including social relationships)	73% / 56.36%	74.0% / 60.21%	73% / 60%	73.6%/56.40%	Summary Statements 1/2 Summary 1 = Reduced Gap Summary 2 = Caught Up
# 3b. Percent of infants and toddlers with IFSPs who demonstrate improved acquisition and use of knowledge and skills (including early language/ communication)	79.0% / 47.29%	80.57% / 52.9%	83% / 53%	79.0%/47.3%	
# 3c. Percent of infants and toddlers with IFSPs who demonstrate improved use of appropriate behaviors to meet their needs	81.0% / 67.2%	83.8 % / 70.89 %	84% / 72%	81.0%/67.30%	
# 4a. Percent of families in Birth to Three for at least six months who report that early intervention services have helped the family know their rights	90.9%	89.9%	90%	91.0%	
# 4b. Percent of families in Birth to Three for at least six months who report that early intervention services have helped the family effectively communicate their children's needs	89.6%	89.6%	91%	89.3%	The SiMR for the SSIP (Indicator 11) is aligned with this but not this result exactly since it is only about children with diagnosed conditions.
# 4c. Percent of families in Birth to Three for at least six months who report that early intervention services have helped the family help their children develop and learn	96.7%	97.3%	93%	94.9%	

Connecticut Part C FFY21 / SFY22 SPP-APR Summary

Indicator	FFY19	FFY20	Target	FFY21	Notes
<u>9# 5.</u> Percent of infants and toddlers age birth to 1 on 12/1/21 with IFSPs compared to State Census age 0	1.48%	1.40%	1.30%	1.44%	
<u># 6.</u> Percent of infants and toddlers age birth to 3 on 12/1/21 with IFSPs compared to State Census ages 0-2	5.39%	4.81%	4.90%	5.81%	
<u># 7.</u> Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were held within 45 day from referral.	99.92%	99.84%	100.00%	99.93%	4 were late due to program error.
<u># 8a.</u> Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including IFSPs with transition steps and services	100%	100%	100%	100%	
<u># 8b.</u> Percent of all children exiting Birth to Three who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including notification to school district if a child is potentially eligible for preschool special education	100%	100%	100%	100%	
<u># 8c.</u> Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including a transition conference at least 90 days before age 3, if the child potentially eligible for preschool special education	99.6%	99.9%	100%	99.91%	3were not held due to program errors including delays waiting for the LEA to attend.

Connecticut Office of Early Childhood Birth to Three System Monthly Enrollment Data

	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
Calls to 211CD	1074	1512	1258	1303	1216	1116	1281	1204	1190	1106	1054	1452
Percent compared to CY2019 average (1113)	96%	136%	113%	117%	109%	100%	115%	108%	107%	99%	95%	130%
<i>Families declining the referral to B23¹</i>	247	277	229	228	244	175	174	193	224	184	78	18
Percent compared to CY2019 average (199)	124%	139%	115%	115%	123%	88%	87%	97%	113%	92%	39%	9%
Percent of calls to 211CD (CY2019 average was 17%)	23%	18%	18%	17%	20%	16%	14%	16%	19%	17%	7%	1%
Referrals to Birth to Three	826	1235	1029	1075	972	940	1107	1011	966	921	877	956
Percent compared to CY2019 average (913)	90%	135%	113%	118%	106%	103%	121%	111%	106%	101%	96%	105%
<i>Families declining eligibility evaluations²</i>	75	70	64	111	84	69	103	123	69	64	67	79
Percent compared to CY2019 average (67)	112%	104%	96%	166%	125%	103%	154%	184%	103%	96%	100%	118%
Percent of B23 referrals (CY2019 average was 7%)	9%	6%	6%	10%	9%	7%	9%	12%	7%	7%	8%	8%
Initial Eligibility Determinations	781	935	901	957	955	802	1023	989	953	922	834	861
Percent compared to CY2019 average (843)	91%	109%	105%	112%	112%	94%	120%	116%	111%	108%	98%	101%
Determined to be Eligible	566	699	624	628	627	534	665	670	670	613	565	602
Percent compared to CY2019 average (570)	99%	123%	109%	110%	110%	94%	117%	118%	118%	108%	99%	106%
Percent Eligible	72%	75%	69%	66%	66%	67%	65%	68%	70%	66%	68%	70%
Percent compared to CY2019 average (68%)	4%	7%	1%	-2%	-2%	-1%	-3%	0%	2%	-2%	0%	2%
<i>Families leaving Part C in the month before an initial IFSP meeting³</i>	29	25	25	26	30	28	33	29	35	26	26	27
Percent compared to CY2019 average (55)	53%	45%	45%	47%	55%	51%	60%	53%	64%	47%	47%	49%
Percent of B23 those eligible (CY2019 average was 10%)	5%	4%	4%	4%	5%	5%	5%	4%	5%	4%	5%	4%
Initial IFSP meeting held during the month	526	639	588	615	570	506	606	685	649	580	572	483
Percent compared to CY2019 average (516)	102%	124%	114%	119%	110%	98%	117%	133%	126%	112%	111%	94%
<i>Families leaving Part C after the initial IFSP meeting but before EITS³</i>	15	11	7	3	6	7	11	9	12	12	8	6
Percent compared to CY2019 average (15)	100%	73%	47%	20%	40%	47%	73%	60%	80%	80%	53%	40%
Percent of all Exits	3%	2%	1%	1%	2%	2%	1%	1%	2%	2%	2%	1%
Eligible children who received an EITS in the month	5846	6087	6027	6140	6287	6349	6684	6243	6382	6419	6335	5367

Connecticut Office of Early Childhood Birth to Three System Monthly Enrollment Data

	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
Percent compared to CY2019 average (5177)	113%	118%	116%	119%	121%	123%	129%	121%	123%	124%	122%	104%
Average hours per child per month	5.1	5.8	5.1	5.2	5.4	4.9	5.2	5.1	5.1	5.1	4.8	3.8
Percent compared to CY2019 average (7.3)	70%	79%	70%	71%	74%	67%	71%	70%	70%	70%	66%	52%

Eligible children with an ASD who received an EITS in the month	697	734	724	730	763	791	822	677	646	636	621	561
Percent compared to CY2019 average (676)	103%	109%	107%	108%	113%	117%	122%	100%	96%	94%	92%	83%
Average hours per child per month	11.6	13.0	11.3	11.5	12.1	10.1	11.3	10.1	10.9	10.6	9.8	8.5
Percent compared to CY2019 average (24.9)	47%	52%	45%	46%	49%	41%	45%	41%	44%	43%	39%	34%

Eligible children without an ASD who received an EITS in the month	5183	5411	5333	5451	5561	5582	5885	5602	5773	5806	5731	4818
Percent compared to CY2019 average (4529)	114%	119%	118%	120%	123%	123%	130%	124%	127%	128%	127%	106%
Average hours per child per month	4.2	4.7	4.2	4.3	4.4	4.0	4.3	4.5	4.4	4.5	4.2	3.2
Percent compared to CY2019 average (4.7)	89%	100%	89%	91%	94%	85%	91%	96%	94%	96%	89%	68%

Children in families who exited before age 3³	199	198	170	194	239	229	670	298	220	168	168	174
Percent compared to CY2019 average (224)	89%	88%	76%	87%	107%	102%	299%	133%	98%	75%	75%	78%

Children in families who exited at age 3⁴	325	356	332	224	149	154	347	408	369	347	365	303
Percent compared to CY2019 average (322)	101%	111%	103%	70%	46%	48%	108%	127%	115%	108%	113%	94%

Children in Families who exited at age 3 as eligible for Part B	216	257	230	121	65	84	717	389	253	226	254	190
Percent compared to CY2019 average (225)	96%	114%	102%	54%	29%	37%	319%	173%	112%	100%	113%	84%

January data as of 02/01/23*

All counts are counts of cases and include may include referrals within 45 days of age 3.

- 1) includes parent declined, referred to LEA, DCF no concerns and unable to contact
- 2) includes parent declined, moved out of CT, deceased and unable to contact
- 3) EITS stands for Early Intervention "Treatment" Services vs EIS (also evaluations, assessments, and IFSP meetings)
- 3) includes parent withdrew, moved out of CT, deceased and unable to contact
- 4) includes eligible for Part B, not eligible, and eligibility not determined/LEA not included

Priority Rubric Breakout

Each group should take one item from the Field of Risk below, and come up with the top two questions to suggest to the Lead Agency how we can assess this field in the 2023 Priority Rubric. Feel free to use the examples to drive the initial discussion. Consider objective ways to measure the outcomes for programs and realistic ways to score this (i.e., make sure the Lead Agency would have the data for the measure the field readily available – for example, is it in SPIDER?).

Fields of Risk	Examples			
Family Centered	<i>Family Rights</i>	<i>IFSP Outcomes</i>	<i>SIMR</i>	<i>equity</i>
Evidence Based Practices	<i>teaming</i>	<i>master coaches</i>	<i>ABT</i>	
Leadership/Staffing	<i>Director</i>	<i>Professional/ParaProf.</i>	<i>Responsiveness</i>	
Fiscal Management	<i>billing</i>	<i>invoices</i>	<i>insurance</i>	
Data Management	<i>spider</i>	<i>data queries</i>		
IDEA Compliance	<i>complaints- resulting in non- compliance</i>	<i>indicator</i>	<i>data verifications</i>	

Scoring?
Using ranked items vs yes/no

2022 Example:

Length of time person overseeing program has been acting as Director with program
Had informal or formal complaints made during the past year. (Informal are complaints that came in through the B23 main line and resulted in Family Liaison following up with a phone call. Formal complaints are written complaints, mediation, or hearing.)
Has a BAA agreement and enough licenses for HIPPA compliant Remote EI
Percent of funds reimbursed for Interpretation
Ratio of IFSP's (Feb.1, 2022 Count) to those who applied in the 2022 Incentive
Percentage of children found not eligible who have no insurance entered
% of services sent to PCG without insurance entered in a month
Using exit data, % of data errors

SFY 2023 Summary of Birth to Three Budget															
	July	August	September	October	November	December	January	February	March	April	May	June	YTD		
	Actual	Actual	Actual	Actual	Actual	Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Total		
Number of Direct Services	39,605	36,033	40,831	38,246	38,367	38,327	35,629	38,211	40,448	48,043	41,542	43,728	479,010		
Direct Services Provided	4,774,461	4,317,387	4,916,463	4,617,648	4,607,898	4,586,868	4,326,645	4,661,316	4,882,649	5,798,351	5,044,679	5,327,629	57,861,994		
Escrow Payments	2,109,604	1,916,254	2,017,762	1,828,088	2,058,356	1,847,293	1,644,125	1,771,300	1,855,407	2,203,373	1,916,978	2,024,499	23,193,038		
Additional Services:															
Assistive Technology	8,278	14,060	5,677	1,075	7,931	8,671	7,600	7,600	7,600	7,600	7,600	7,600	91,291		
Other	10,516	7,790	8,824	11,207	7,734	17,315	10,000	10,000	10,000	10,000	10,000	10,000	123,386		
Administrative Fee (GAP)	478,200	974,200	1,015,800	954,800	965,800	976,000	980,000	980,000	980,000	980,000	980,000	980,000	11,244,800		
Interpretation	6,951	14,018	28,722	28,686	24,319	28,642	21,500	21,500	21,500	21,500	21,500	21,500	260,338		
Subtotal Additional Services	503,946	1,010,068	1,059,022	995,768	1,005,784	1,030,628	1,019,100	1,019,100	1,019,100	1,019,100	1,019,100	1,019,100	11,719,816		
Commercial Insurance Billing Fees	-	37,605	-	38,832	21,740	12,236	18,000	18,000	18,000	18,000	18,000	18,000	218,412		
Medicaid Billing Fees	-	4,775	-	5,292	2,759	2,542	2,500	2,500	2,500	2,500	2,500	2,500	30,369		
Data Integration	-	21,000	(21,000)	-	-	-	-	-	-	-	-	-	-		
Subtotal Net Parent and Billing Fe	-	63,380	(21,000)	44,124	24,499	14,778	20,500	20,500	20,500	20,500	20,500	20,500	248,781		
Previous Month Invoices Paid	8,670	1,727,265	2,765,645	1,438,807	1,721,252	1,380,782	676,681						9,719,102		
Current Month Invoices Payable	(1,727,265)	(2,765,645)	(1,438,807)	(1,721,252)	(1,380,782)	(676,681)							(9,710,431)		
Net Accounts Payable	(1,718,595)	(1,038,380)	1,326,838	(282,445)	340,470	704,101	676,681	-	-	-	-	-	8,670		
Net OEC Payments	894,954	1,951,321	4,382,623	2,585,536	3,429,108	3,596,800	3,360,406	2,810,900	2,895,007	3,242,973	2,956,578	3,064,099	35,170,305		
														State Appropriation	31,102,407
														Part B Evaluations	1,234,799
														Part C for Direct Services	2,060,304
														Total Funding	34,397,511
														Surplus (Deficit)	(772,794)