

Connecticut Birth to Three Interagency Coordinating Council

Meeting Minutes – October 19, 2026

Location: The Lyceum, Hartford, CT

Time: 9:00 AM – 12:30 PM

Present: Cindy Jackson (ICC Chair), Lisa Obert (Parent Representative), Rebecca Smith (Lead Agency, ICC Staff Support), Nicole Cossette (Lead Agency, Part C Coordinator) Mitchel Jobble (Department of Public Health, Alternate), Rebecca Breen (EASTCONN Birth to Three), Kristina Gilberti (Rehabilitation Associates of CT, Birth to Three), Julie Hall (Lumibility – KIDSTEPS, Birth to Three), Elaine Balsley (Reachout, Inc, Birth to Three), Robb Dunn (Parent Representative), Shanda Easley (Parent Representative, Remote), Shakirah Wade (Parent Representative, Remote), Elizabeth Proietti (OEC, Division of Licensing, Pending Appointment), Dr. Robert Keder (CT-AAP, Pending Appointment), Donna Maitland-Ward (DCF, Agency oversees Child Welfare), Sharon Marie (BESBE), Maris Pelkey (Creative Intervention, Birth to Three), Jennifer Dowty (Dept. of Insurance); Kendall Fenton (DDS), Renee Kleinman (CSDE, Early Childhood Special Education Consultant),

Other Participation: Jill Rigsby (PCG, Birth to Three Billing); Michelle Martinez (CPAC)

Sends Regards: Tiffanie Allain (Parent Representative); Dr. Mary Beth Bruder (Personal Prep), Representative Jennifer Leeper, Ginny Mahoney (DSS, Medicaid), Caitlin McNamara (Parent Representative), Enrique Pabon (Early Head Start/Head Start), Louis Tallarita (CSDE, Homeless Coordinator), Joshua Vaughn (Parent Representative), Representative Mary Welander, Sheila Murrihy (HARC Birth to Three, Pending Appointment).

Welcome and Introductions (9:10 – 9:20)

Cindy Jackson, ICC Chair, welcomed members and opened the October meeting. She noted that the ICC typically meets five to six times per year and invited participants to introduce themselves and share updates from their agencies or programs.

Public Comment: None

Old Business (9:20 – 10:00)

Because a full voting quorum was not present at the meeting's start, approval of the February, April, and June minutes were temporarily deferred. Once quorum was reached later in the meeting, the minutes were approved without objection.

Legislative / Fiscal Update

The fiscal committee reported that the state legislative session had been lengthy, with substantial budget considerations extending into the spring. Work continues assembling materials for legislators, including a consolidated annual legislative overview page to be circulated following the distribution of the new RFP.

System Support / Professional Development (PD)

System Support reported ongoing work related to the statewide childcare survey. Responses from Birth to Three providers are being collected and reviewed. A parallel survey for childcare providers is planned. Together, these data sets will guide improvements in collaboration, clarify provider and childcare responsibilities, and strengthen continuity across settings.

Communication & Outreach

The committee shared that meeting frequency had been reduced due to summer scheduling. The group will examine possible new informational materials, including updates to website content, parent handouts, and outreach tools.

ICC Liaison Report

Bylaws

Rebecca Smith, ICC Staff Support reported that the Bylaws Workgroup continues reviewing and updating ICC Bylaws. Proposed revisions focus on alignment with IDEA, state statute, and clarifying required and optional membership categories. Additions under consideration include childcare representation, infant mental health, and broader geographic representation.

Draft Bylaws are currently under legal review. Changes will be presented to the ICC in December for final approval.

Membership

Several provider seats must rotate due to term limits, and new family representatives are needed to maintain compliance with IDEA requirements. Members were encouraged to talk to families about parent participation within the ICC and to direct interested families to Becca or the Birth to Three main email. A parent recruitment video is available on the ICC website, and the Education & Outreach Committee will explore creating a supplementary handout for families.

Proposal has been submitted to amend our State Statute to add 3 missing positions so that membership of the ICC is in line with IDEA. These positions include:

- At least one member must be from a State agency responsible for childcare. (34 CFR 303.601(a)(9))
- At least one member must be from the State agency responsible for children's mental health. (34 CFR 303.601(a)(13))
- The Council may include other members selected by the Governor, including a representative from the Bureau of Indian Education (BIE) or, where there is no school operated or funded by the BIE in the State, from the Indian Health Service or the tribe or tribal council. (34 CFR 303.601(c))

New Business (9:40 – 10:45)

Annual Report Draft

The Lead Agency shared that the Annual Report draft is being finalized and will be emailed to ICC members by end of day. Feedback is requested by mid-November, allowing sufficient time for formatting and final approval before the legislative session.

Report priorities include workforce data, legislative priorities, and updates to ongoing system initiatives. Members were invited to recommend families willing to share stories for inclusion in the report, noting that all testimonials will be reviewed and approved by families prior to publication.

CPAC Family Connections Update: *Please see full report attached*

The CPAC team provided an extensive update on family engagement and parent leadership development. Highlights included:

- 18 referrals in the past month
- 15 families accepted services
- 7 requested a parent mentor

Two new parent mentors have been trained, expanding program capacity. CPAC hosted a “Community of Practice: Storytelling From Lived Experience to Advocacy,” offered simultaneously in English and Spanish and well attended by parents and mentors. CPAC is also collaborating with the Lead Agency’s professional development team on a new “Smart Talks” series—short recorded segments paired with family-friendly workbooks aimed at improving family understanding of IFSP processes, communication strategies, and key concepts in early intervention.

The parent support group recently celebrated its one-year milestone. CPAC is also preparing updated family-facing videos and materials to be distributed through service coordinators. Staff will attend the TEC International Conference to expand expertise and apply best practices to family outreach.

Lead Agency Report (10:45 – 11:30)

Nicole Cossette, Part C Coordinator, provided a comprehensive update on Birth to Three’s operations, workforce initiatives, compliance, data system modernization, and fiscal status.

Please see full report attached.

PCG Billing Update (11:30 – 11:40)

Jill Richardson Rigsby (PCG) presented a new statewide billing analysis developed in response to program requests. The report compares billed versus paid amounts for commercial insurance and Medicaid across three fiscal years.

Committee Breakout Sessions (11:40 – 12:20)

System Support / PD

The committee discussed the childcare survey and identified additional clarifications needed regarding responsibilities of childcare providers versus Birth to Three providers. Members noted the burden placed on childcare staff and the need for clearer guidance and support materials.

Legislative / Fiscal

Discussion focused on insurance billing challenges, shortages in reimbursement from commercial plans, and the need for educational materials for families on insurance usage. Committee members discussed engaging superintendents and local leaders to strengthen advocacy for early intervention.

Communication & Outreach

The group emphasized the need to recruit additional parent representatives due to turnover and aging out. CPAC will help identify potential parent leaders through their mentor network and support groups. Work continues on materials to help families understand ICC roles and processes.

Next ICC Meeting

The next ICC meeting is scheduled for **Monday, December 14, 2026.**

Location: To Be Determined.