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| **Interagency Coordinating Council (ICC) Meeting:** 03/14/22 from 11:00am-12:45pm |
|   | **Attendance:** | ICC Members: | Guests: |
|  | **Key:**\* = Notetaker  = Absent **Next Meeting(s):** 06/13/22 @ 11:00am | Erin Frazier, Director of Special Services, DOE Roberta Lucas, CDS State Director/619 Coordinator, DOEJamie Michaud, Parent and Part C State Coordinator, CDS\*Cheryl Hillicoss, Early Intervention Program Manager, CDS YorkDeborah Rooks-Ellis, Associate Professor, University of Maine/ICC ChairCheryl Mercier, Special Education Director, RSU 18Nena Cunningham, Head Start State Collaboration Director, DOECarrie Woodcock, Parent and Executive Director, Maine Parent FederationCrystal Arbour, Child Care Services Program Manager, DHHSDee Madore, Registered Dietician, Contracted ProviderAmy Spencer, Speech/Language Pathologist, MECDHHKari Jenkins, Parent and Service Coordinator, CDS ReachKristi Abraham, ParentMeg Sigovich, Teacher of Children with Disabilities, CDS ReachCarly Lowell, Disabilities/Mental Health Manager, SKCDCJamie Bartlett, Children’s Behavioral Health, DHHSTrista Collins, Office of MaineCare Services, DHHSAmelia Lyons, Migrant Education & Homeless Education, DOELeigh Ann Fish, Assistant Professor of Early Childhood Education, UMFSue Salisbury, District #35 Representative, House of RepresentativesJessica Creedon, Parent/Foster ParentDenise Merrill, Regional Associate Director, DHHSJill Hamm, Service Coordinator/ESM Consultant, CDS Two RiversSara Butler, Speech/Language Pathologist, CDS Two RiversJessika Frye, Parent and Service Coordinator, CDS Two RiversKelly Christopher, ParentTravis Bryant, Executive Director, AFFM and the Kinship ProgramHibo Omer, Program Director, New Mainers Public Health InitiativeBrenda Drummond, Director, Division for the Blind and Visually ImpairedNancy Moulton, Program Director, Catholic Charities, ESBVICNatalie Austin, Director of EI & Family Engagement, MECDHHJamie McLeod, ParentNatasha Cannon, ParentAbigail Roy, ParentKaylee Constable, Parent and Home Childcare Provider, CDS PEDS | Ariana Whiting, Data Manager, CDSNancy Cronin, Executive Director, Maine Developmental Disabilities Council |
| **Minutes****Allotted**  | **Topic**  | **Discussion/ Agreements** |  **Action Items** | **Reference Materials** |
| 10-15 | Introductions & Announcements (Deborah Rooks-Ellis) | Welcome to our newest ICC members, Nancy Moulton and Kaylee Constable!  |  |  |
| <5 | FFY22 Part C Grant Application (Jamie Michaud) | States are required to publish their entire Part C application in a manner that will ensure circulation throughout the State at least 60 days prior to the date on which the State application is submitted to the Secretary with an opportunity for public comment on the application for at least 30 days during that 60-day publication period. The first draft of the Part C Grant Application for FFY22 was posted on the main page of the CDS website on March 2nd, 2022 with the public commenting period open until April 4th, 2022. | Public comments about Maine’s Part C Grant Application for FFY22 can be submitted to Jamie Michaud, Part C State Coordinator, at Jamie.L.Michaud@maine.gov on or before April 4th, 2022. | The FFY22 Part C Grant Application can be viewed at <https://www.maine.gov/doe/learning/cds>.  |
| 45-60 | Overview of Part C FFY20 SPP/APR (Jamie Michaud) | Jamie Michaud presented an overview of Maine’s Part C State Performance Plan/ Annual Performance Report (SPP/APR) and asked ICC members to advise CDS on ways to improve compliance and/or results with indicators that did not meet the targets for FFY20 (e.g., Indicators C1, C4a, C4c, C7, and C8c).The following improvement strategies, in addition to getting information were suggested by ICC members:*C7 – Developing an IFSP within 45 days of referral:* * Constant ebb and flow of referrals may require the need to adjust the number of evaluations that can be done during any given week; more flexibility with scheduling during the initial intake/eligibility process
* Train more evaluators so that more evaluations can be conducted without taking providers away from service provision
* Exploring how to reduce family and COVID-related cancellation

*C1 – Providing services within 30 days of parental consent:** Exploration of parental cancellations and how those affect compliance
* Option for remote services during times of inclement weather

*C4a - Helping families know their rights:** Infographic highlighting the key points of parental rights document
* Standardize information shared to help families prep for the shift from Part C to Part B
* Slowing down and having an actual conversation with the family when presenting the information about parental rights, with subsequent follow-up
* Translation of documents into other languages

*C4c - Helping families help their children develop and learn:** Begin asking this question regularly during IFSP reviews
* Sending the survey at the time the child exits Part C and from a familiar person (SC or PSP) to increase response rate and obtain information in a timelier manner
* Ensuring honest responses by making it clear that the survey is anonymous and/or sent by the SC instead of the PSP

*C8c – Conducting a transition conference at least 90 days prior to the 3rd birthday:** Begin this process earlier (can occur as early as 2 years, 3 months) due to ongoing Part B staffing challenges
* Implementing a system to allow required meeting participants to be available for conferences that must be held on short notice due to the referral being made close to the 3rd birthday
* Combining the Transition Conference with the RBI/Initial IFSP meeting for late referrals
* Having the actual person the family will be working with in Part B present at the Transition Conference (remote or in person)
* Explore ways to make the Transition Conference more meaningful versus a formality
* Bolster resources/training for later referrals to work more collaboratively with Part B eligibility process
 | Questions and/or comments about Maine’s Part C FFY20 SPP/APR can be directed to Jamie Michaud, Part C State Coordinator, at Jamie.L.Michaud@maine.gov. A copy of the presentation that was given by Jamie Michaud will be shared with ICC members via email with the notes from today’s meeting.  | Maine’s Part C FFY20 SPP/APR is posted at <https://www.maine.gov/doe/cds/stateperformance>.  |
| 10-15 | Legislative Updates (Erin Frazier) | Erin Frazier, State Director of Special Services Birth-22, provided an overview of the DOE’s proposed plans related to the current CDS-related legislation through LDs 135, 255, and 386. The legislative committee will be voting on Wednesday whether to move forward with a public hearing on these bills. *LD 135:** Addresses child find and MaineCare billing
* Co-wrote report and made recommendations with the Office of MaineCare Services (OMS)
* MEPRI report showed that a small percentage of schools were billing MaineCare due to challenges with billing (complexity of MaineCare policies and risk of audit findings)
* Re-writing Section 106 to simplify the process for school-based MaineCare billing
* Rate study being done to determine rates for school-based services billed to MaineCare
* Infrastructure to bill Mainecare was found to be lacking in schools, with a recommendation for a 3rd party billing system and expanded administrative staff at DOE to help schools with MaineCare billing
* Child find impressions have historically grouped Part B and Part C together, so Part C and Part B were separated out in the report
* Child find percentages and referrals in Part C are improving because of many initiatives that have been developed and implemented, including an updated list of established conditions and a state-wide outreach plan, which has yielded a 48% increase in Maine’s birth to one percentage
* Not recommending changes to Maine’s eligibility criteria due to current eligibility rate of 80%, as well as a national workgroup that is working at the federal level to determine model Part C eligibility criteria for all states; will continue robust outreach, including increasing public awareness of the list of established conditions that make children under age 3 automatically eligible for Part C
* Child find percentage in Part B is high compared to the national average and consistent with New England partners

*LD 255:** Looking at a plan to create a new, separate State Intermediate Education Unit (SIEU) for Part C with a governing board and ongoing monitoring/oversight from DOE as the Lead Agency
* Advisory committee was formed to help with recommendations for this bill
* Explored the Part C Extended Option, which must be approved by OSEP, that would allow families to elect for their child, if determined eligible for Part B, to remain in Part C until the start of the school year after their 3rd, 4th, or 5th birthday, with pre-academic outcomes added to the IFSP
* 2 states that have been offering the Part C Extended Option offer it until the start of the school year after the child’s 4th birthday, and consensus with the advisory committee was not reached as to what age this option should be permitted, if approved by OSEP
* Recommending application to OSEP for the Part C Extended Option that would allow children to remain in Part C until the start of the school year following their 3rd birthday, which would allow a smooth transition to Part B
* Also requires the DOE to develop a plan for 3-year-olds that would not be eligible for the Part C Extended Option (e.g., those referred after the age of 3)
* Some misconception that transferring the FAPE obligation for 3-year-olds to public school districts would mean that 3-year-olds would receive their Part B services at the public school, when service provision could continue with local preschool programs and childcares
* School Administrative Units (SAUs) have shown a desire to start working with children and families earlier (ages 3-5) to provide the services they need at an earlier age and form a relationship sooner
* Families on the advisory committee agreed that being involved with their SAU sooner would be helpful
* 66% increase with partnerships with SAUs since the current CDS leadership was put into place in the fall of 2022 to help meet the need of early childhood special education services in Maine

*LD 386:** Required DOE to propose a plan to transition the provision of early childhood special education for 4- and 5-year-olds from CDS to SAUs
* With only 6 months to do all this work, some details were unable to be fully worked out (i.e., funding formula) but have begun being discussed
* Comprehensive plan and timeline drafted and reviewed that would transition early childhood special education services from CDS to SAUs on 7/1/26
* FAPE obligation would be transitioned to SAUs next year as part of a supported transition process
* Trying to assure CDS staff that they are the experts in the provision of Part B services for preschoolers and are the ones that the DOE wants working with these children no matter where that’s from (CDS or SAUs)
* Proposal for early childhood special education costs for SAUs to be covered 100% by the state of Maine, not at the cost of taxpayers within each district
* Checklist being developed to help determine the SAU’s readiness for this transition
* Federal regulations around Least Restrictive Environment (LRE) will require SAUs to work with existing preschools and childcare programs to fully meet the early childhood special education needs for children (ages 3-5), as there is not currently enough preschool programming available and no universal pre-K in Maine
* Concerns shared by DOE and parents from the advisory committee for the number of transitions for children/ families if 3-year-olds are covered by a separate agency between Part C ending and Part B beginning within SAUs at age 4
 | Questions and/or comments about the DOE’s proposed plans pertaining to LDs 135 & 255 can be sent to Erin Frazier, State Director of Special Services Birth-22, at Erin.Frazier@maine.gov or Roberta Lucas, CDS State Director, at Roberta.Lucas@maine.gov.  | Recordings of the LD 255 advisory board meetings and supporting documents can be accessed at <https://www.maine.gov/doe/learning/cds>.  |