



MEETING SUMMARY

September 27, 2013

A regular *public meeting* of the New Jersey State Interagency Coordinating Council was held on Friday, September 27, 2013, at Children's Specialized Hospital in New Brunswick, New Jersey. The meeting was called to order at 11:15 a.m. by Celine Fortin, who conducted the meeting in the absence of Acting Chair Warren Moore.

ATTENDANCE – *Attached*

WELCOME/PRESIDER REPORT – Celine Fortin, Acting Chair

Ms. Fortin welcomed all attendees. At her request, *SICC members and 16 public members* introduced themselves and identified their connection with early intervention.

Ms. Fortin reported that *Lisa Della Vecchia* submitted her resignation to the Governor, because she no longer represented Head Start in New Jersey.

APPROVAL OF MINUTES

The *minutes* of the following meetings were unanimously approved:

- *March 22, 2013* -- upon motion by Michelle Christopoulos, seconded by Joseph Holahan and carried.
- *May 17, 2013* – upon motion by Dr. Holahan, seconded by Rachel Badalamenti and carried.
- *July 19, 2013* – upon motion by Ms. Christopoulos, seconded by Kimberley Peto and carried, including validation of *email vote* on retreat date (attached).

SICC COMMITTEES

1. **Administrative** – Celine Fortin, Chair

A. Committee *notes from the retreat* were distributed (attached) and will be included with the other committees' notes sent with retreat minutes.

B. The *SICC budget FY 2014*, distributed at the 3/22/13 meeting, was unanimously approved – upon motion by Joyce Salzberg, seconded by Ms. Christopoulos and carried.

C. After the November election, the Council will continue its efforts to have the following *SICC vacancies filled*: Parent, Head Start, Legislative.

D. Distributed was draft of a flyer to be distributed by REICs and relevant agencies *recruiting members* for SICC (attached to file). Suggestions should be sent to Ms. Fortin by 10/4/13, after which the flyer will be circulated.

2. **Family Support** – Tia Dix, Michele Tyler, Patti Ciccone, Co-Chairs

The committee had no formal report. Dr. Holahan discussed *reaching out to pediatricians*. The last two online newsletters of the NJ/American Academy of Pediatrics included information about early intervention.

3. **Service Delivery** – Joyce Salzberg, Chair

The committee held *two meetings* (August 2, 2013 and September 13, 2013), and intends to meet monthly. Committee minutes will be sent to all Council members. The Committee will be making recommendations to the Department of Health (DOH) on potential changes to early intervention. It may lead to the redesign of the service delivery system, including a new RFA for early intervention provider agencies. The Committee examined data provided by the DOH, and has requested additional data at a variety of points throughout the year. On average, 83.7% of services on to a family are provided by a single agency. The Committee is reviewing models of service delivery from other states and specialty agencies.

4. **Early Learning Challenge** – Barbara Tkach, Chair

The committee met this morning and agreed on a *rubric to review the social emotional learning models*. Ms. Tkach presented the Race to the Top Early Learning Challenge application, which will be submitted to the Federal Department of Education. The Council approved a letter of support (attached to file copy) – upon motion by Annette Ristoro, seconded by Ms. Salzberg and carried. (Ms. Tkach and Gloria Rodriguez abstained)

NJ DEPARTMENT OF HEALTH (DOH) – Gloria Rodriguez, Assistant Commissioner

1. Ms. Rodriguez distributed the *Family Directed Assessment (FDA)* tool (attached to file copy). Ms. Terry Harrison, Part C Coordinator, made a PowerPoint presentation and reviewed the FDA. The tool has been implemented statewide and will be used during the initial and annual Family Information Meetings (FIM). The FDA is a routines based interview, used to gather information that leads to the family identification of their concerns, priorities and resources.
2. *Family Cost Participation Report* (attached to file) was discussed: (a) revenue by statement date; (b) suspensions by month delinquent letter generated; (c) exits by month child exited; (d) exits by month child exited EI with FPL.
3. Joseph Pargola, Procedural Safeguards Coordinator, distributed/discussed the current *Procedural Safeguards Activity* report (attached to file copy).

REIC

Shakira Linzey and Desiree Bonnie gave a presentation of *Early Intervention Week plans/activities*, for which they and the REIC Directors were heartily commended.

OLD BUSINESS

SICC representatives/attendees to the *2013 OSEP Leadership Conference* will make their report at the November 22nd meeting.

NEW BUSINESS

1. *SICC Strategic Plan*, presented (in advance) as a follow up to the July retreat, was briefly discussed. Several items within the Plan were assigned to committees, and sections of the Plan need to be completed. Committees must take the Plan back to their meetings and

complete the appropriate sections. The bulleted notes (which were previously sent with the July minutes) will be used as blueprints for the Committees. Each Committee should be prepared to discuss its progress during the November meeting. Committee minutes should be emailed to Terrie Goeke in advance of the November 22nd meeting.

2. *2014 Meeting Schedule* – The Council discussed potential dates and formats for next year's meetings. It was agreed that meetings: (1) be scheduled the 4th Friday of alternate months, unless conflict with religious/holidays; (2) continue at Children's Specialized Hospital, New Brunswick; and (3) agenda format remain the same.

PUBLIC COMMENT – There was none.

ADJOURNMENT – 1:15 p.m.

Upon motion by Ms. Christopoulos, seconded by Ms. Peto and unanimously carried.

NEXT MEETING

The next meeting is scheduled for *Friday, November 22, 2013, at Children's Specialized Hospital* in New Brunswick.

APPROVED

11.22.13