FSSAC QUARTERLY MEETING minutes

Family Support Services Advisory Council

Date | time Friday, April 21, 2023, 9:00 – 11:30 AM | Meeting called to order by Laura McKee

Type of Meeting: FSSAC and Part C News

Note Taker: Liz Wood

# In Attendance

Members: Susan Brown, Hollin Buck, Karen Thornton, Karen Underwood, Laura McKee, Sherry Taylor, Kalli Decker, Lucy Beltz, Madison Deiderichs, Rebecca Richards, Susan Wenzel, Jackie Mohler, Serena Wright.

Guest: Christina Howell, Laura Christiaens

State Staff: Sandy Cade, Shari Northcott, Liz Wood

# Approval of January 27, 2023, Meeting Minutes

Minutes approved.

# Introductions, Ground Rules, and Agenda Review

Laura McKee - Review of the agenda and the FSSAC Ground Rules.

Sandy Cade - led introductions of attendees.

# FSSAC Work Groups

Family Story: DEAP/ Amber Malenovsky

FSSAC Strategic Plan Workgroup:

* Workforce - Increase multidisciplinary engagement and collaboration. *(Kalli Decker)*
  + Google drive folder available. Clarification on workforce group gathering.
  + Needs assessment is being developed through MSU.
  + Professional Development for FSS and clarification of role.
  + Attempt to increase providers knowledge of Part C and partnering with PT, OT, ST to increase knowledge of Part C to increase referrals.
    - Develop documentation (brochure) that define Part C and services, to provide to providers and families to increase knowledge of Part C.
    - Reach out to WestEd about Child find work may align with the development of brochure (documentation). Physician Survey is being worked on to assist with this this informational brochure. (Hollin).
    - Suggestion to reach out Montana Hospital Association *(R.Richards)*
    - Pediatric Symposium
    - Interdisciplinary gathering of specialist and providers to discuss Part C, role of FSS, etc.
    - Discussion about on-line and classroom program for PD with students at MSU. “Quotely Platform” may be an option to produce a program.
* Collaboration: Improve Transition for children and families exiting Part C services and support. *(IChristiaens)*
  + Brochures completed and distributed to about 1500.
  + Placed in newsletter.
  + Posted a video on UTube *(Rebecca Richards, Parent Empowerment Center)*

Rebecca discussed Procedural Safeguards and Prior Written Notice parental concerns.

Transition and Collaborative Conference; OPI, Part C, Parent Empowerment Center. (Lucy Beltz)

<https://opi.mt.gov/summer-institute>

# Part C Updates

DMS Monitoring Report/Updates (Differentiated Monitoring (DMS) by the Office of Special Education Programs (OSEP)), In Cohort 1. Phase 1 complete, Phase 2; Document review, Interviews with contractors, and parents, Phase 3. On-site Visit.

* Monitoring Priorities; Monitoring and Improvement, Data, Fiscal Management: Single line of responsibility, Dispute Resolution.

Review of DMS 2.0 conclusion (see PowerPoint).

Review of Required Actions, to be submitted June 26, 2023. Part C requested extended time. OSEP approved.

<https://www2.ed.gov/policy/speced/guid/idea/monitor/index.html>

***Question:*** *Karen Thornton. Are we out of compliance often? Kalli Decker. Questioned concerns about Natural Environments. Discrepancy was with the drive time of parents and our 100% of services provided. Frequency, duration and time was elements of review by OSEP.*

Sandy reviewed efforts, status and progress of addressing these actions that are required.

FFY2023 Grant Application, due May 24, 2023. (July 1, 2023 – June 30, 2024

Final allocation, maybe out end of April 2023.

Grant application includes: Submission of Statement, Montana’s Policies, Procedures, Methods and Descriptions, Assurances, (see PowerPoint for details), Division Administrator’s Statement.

Review of proposes grant application budget. Grant Total $2,333,044.00

[https://dphhs.mt.gov/assets/ecfsd/childcare/Grant-Part-C-FFY-2022-Application DRAFT3.7.2022.pdf](https://dphhs.mt.gov/assets/ecfsd/childcare/Grant-Part-C-FFY-2022-Application%20DRAFT3.7.2022.pdf)

# FSSAC Agenda Development for July or August 2023

Next meeting date: July-August 2023, 9a.m. – 11:30a.m. (In Person – UNDECIDED.