

FSSAC QUARTERLY MEETING

MINUTES

Family Support Services Advisory Council

Date | time Friday, April 8, 2022, 9:00 – 11:30 AM | *Meeting called to order by* Chair Laura McKee

Type of Meeting: Interagency Coordinating Council

Note Taker: Wendy Studt

In Attendance

Members: Laura McKee, Abigail Harris, Brandi Loch, Carol Clayton-Bye, Karen Thornton, Hollin Buck, Karen Underwood, Laura Christiaens, Amber Bell, Jessie Counts, Susan Brown, Kathy Rich, Catherine Murphy, Leslie Lee, Senate Majority Leader Sue Vinton, Breanne Maine

Members Excused: Daylinda Radley, Dr. Lux, Patty Butler

Guests: Lt. Governor Kristen Juras, Wendy Frank, Brandi Novak, Jackie Mohler, Brittany Tronaas, Sherry Taylor, Kristi Scheer, Rebecca Richards

Members Absent: Jack O'Connell, Nicole Goeddel, Stephanie Goble

State Staff: Sandy Cade, Wendy Studt

Approval of January 14, 2022, Meeting Minutes

Minutes approved.

Introductions, Ground Rules, and Agenda Review

Laura McKee led introductions, the agenda review, and a review of the FSSAC Ground Rules. Laura introduced Lt. Governor Juras.

Lt. Governor Juras described the Governor's Executive Order, a two-year order, to continue the Family Support Services Advisory Council providing guidance regarding required membership based on Part C of IDEA law and the total number of Council members expected to serve the Council. She also clarified that each member's term is for two years unless the member was appointed to complete a two-year term for a representative who resigned. The Lt. Governor described an upcoming public service announcement about the Council and expressed her gratitude for the work this Council does and the members who serve.

Family Story: Family Support Specialist Brandi Novak introduced Wendy Frank who graciously shared her family's story. Adam's journey with his family by his side is inspiring and we thank Wendy for helping us ground our work around the children and families we serve.

Thank you to Brandi Novak and ECI for bringing a Family Story to the Council Meeting.

ACTION: Regions 1, 2, 4, or 5 will bring a Family Story to the next Council Meeting.

FSSAC Bylaws Draft Review and Feedback

The Council reviewed and commented on the FSSAC Bylaws taking into consideration the Lt. Governor's comments and the Part C of IDEA regulatory requirements for the Council. Two questions were identified to follow up with the Lt. Governor:

May the Executive Order reflect Co-Chairs rather than a Chair and Vice Chair? The Lt. Governor answered yes.

Does the Executive Order preclude DPHHS to offer parent representatives compensations to attend FSSAC meetings in addition to travel, lodging, per diem, and any child care costs? The Lt. Governor answered no.

ACTION: Compensation for parent representatives on the Council will be brought forward to the Division's Leadership.

The revised FSSAC bylaws in draft form are attached to these minutes for the Council's review before adoption.

ACTION: Review, make any changes, and accept the FSSAC Bylaws at our next meeting.

Part C Updates:

Montana's FFY 2022 (July 1, 2022 – June 30, 2023) Application for Part C Formula Grant Funds was presented. The application is available to view at <https://dphhs.mt.gov/assets/ecfsd/childcare/Grants-Part-C-FFY-2022-ApplicationDRAFT3.7.2022.pdf>. To provide written comments regarding the application, please submit to Sandy Cade at scade@mt.gov or via the postal service at the Early Childhood and Family Support division, PO Box 4210, Helena, Mt 59620-4210. The application will be submitted to the US Department of Education May 13, 2022.

Montana's Part C Program is part of the first Cohort for the Office of Special Education Programs' Differentiated Monitoring System. Fiscal monitoring began in September 2021 and two additional sections have been completed: General Supervision – Integrated Monitoring and Sustaining Compliance and Improvement and Dispute Resolution. During the month of April, the focus will be on data management systems to meet the regulatory requirements. The Office of Special Education Program's monitoring team will hold a virtual review June 6-8, 2022, targeting fiscal systems followed by an in-person review June 16-18, 2022, targeting General Supervision, Dispute Resolution, and Data Systems. The monitoring team will be reaching out to the Part C Leadership Team as well as the FSSAC to virtually meet regarding fiscal systems, general supervision and monitoring, dispute resolution, and data systems. The final DMS report, including any findings, will be issued in July 2023.

aRPy Updates: Laura McKee and Sandy Cade continue to spread the word about the Division of Early Childhood (DEC) Recommended Practices. Please reach out to Laura or Sandy if you are interested in a presentation or have questions.

Part C American Rescue Plan work is underway focused on a State-wide Child Find Media Campaign led by the agency, Windfall. The approach will also include specific regional resources. This agency is also creating the Family Stories videos. A number of families have volunteered to share their family stories and work is set to begin very soon. Contractual amendments for the five contractors for additional funding dedicated to Child Find and Recruitment/Retention are ready. That funding should be available to the contractors very soon. The Family Outcomes Survey is set to launch July 1, 2022.

Recently implemented changes of the Applied Behavior Analysis (ABA) State Plan Amendment which replaced the Autism State Plan.

Cathy Murphy, Program Specialist for the Developmental Disabilities Program presented the recent changes of the ABA State Plan amendment. Cathy's slides are attached to these minutes which also include Cathy's contact information should you have a question or comment.

FSSAC Strategic Plan

Goal: Workforce – Increase multidisciplinary engagement and collaboration.

Hollin Buck reported for Group 1 on big goals:

- Provider stories similar to Family Stories sharing the responsibilities when serving on the multidisciplinary team as well as the value of the multidisciplinary evaluation team.
- Team building – how can we be good multidisciplinary team members?
- Seek input from the regional Part C Directors to build multidisciplinary teams.
- Provide continuing education credits for providers wanting to learn about multidisciplinary teams and how they function.

Goal: Coordination – Improve transitions for children and families exiting Part C services and supports.

Kathy Rich reported for Group 2: The Transition brochure developed and edited by Nicole Goeddel will be readied for printing following obtaining permission for the photos. Rebecca Richards of the MT Empowerment Center has offered a graphic designer to support this effort. The brochure also includes an acronym dictionary – thank you, Group 2!

Parking Lot

- Chair Requirements
- Family Stories for upcoming meetings

Public Comment

No public comment.

Next Meeting

June 17, 2022, via TEAMS from 9:00 – 11:30: will include review of the FSSAC Bylaws draft and the election of the Co-Chairs.

Meeting adjourned at 11:30.