

FSSAC QUARTERLY MEETING

MINUTES

Family Support Services Advisory Council

Date | time Friday, October 1, 2021 9:00 – 11:30 AM | *Meeting called to order by* Chair Bonnie Ramage

Type of Meeting: Quarterly Interagency Coordinating Council

Note Taker: Wendy Studt

In Attendance

Members: Brandi Loch, Leslie Lee, Dr. Lux, Cathy Murphy, Hollin Buck, Laura Christiaens, Hollin Buck, Karen Underwood, Karen Thornton, Nicole Goeddel, Carol Clayton-Bye, Kathy Rich, Patty Butler, Kiera Kirschner, Daylinda Radley, Laura McKee

Members Excused: Abby Harris, Bonnie Ramage, Amber Bell

Guests: Kalli Decker, Brooke Bartholomew, Rebecca Richards, Mackenzie Petersen

Members Absent: Breanne Main, Stephanie Goble, Representative Kelker

State Staff: Sandy Cade, Wendy Studt

Approval of June 11, 2021 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 has another commitment this morning and will be leaving around 9:30.

Ground Rules:

- Watch your air time.
 - No axes to grind.
 - Follow FSSAC Guidelines.
 - Respect for all comments: all voices are heard as we work together.
 - Assume positive intentions and take responsibility for impact.
 - Be here now.
 - Listen to learn – active form of participation.
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Family Story: No family story today.

Update on data management system for Montana Milestones Part C

The redesign of the data management system is set to go-live on Monday, October 4, 2021. The redesign includes many enhancements and modifications to ensure the system performs efficiently while capturing the required data for reporting.

FSSAC Strategic Plan

Review of the FSSAC’s mission, vision, and core values. The FSSAC’s work is organized into five goals with supporting objectives.

Goal: Workforce – Increase multidisciplinary engagement and collaboration.

Break out group identified six action steps, responsible parties, timeline, resources, and measures to evaluate progress:

Identify members of multidisciplinary team (why certain members will be involved and why certain members may not be involved).	Hollin Buck Daylinda Radley Laura Christiaens	Report at next FSSAC meeting.		Flowchart developed.
Checklist for what is needed from team members.	Daylinda Radley Karen Thornton Laura Christiaens Carol Clayton-Bye	Report at next FSSAC meeting.		Checklist created.
Define roles of specific team members (ties to first action step).	Hollin Buck Daylinda Radley Laura Christiaens	Report at next FSSAC meeting.		
Update lists of multidisciplinary team members and specialists in regions.	Each share what we have.		Reach out to Part C Directors, look at other lists that we can add to.	
Outline barriers/roadblocks	Hollin Buck Carol Clayton-Bye			
Statewide multidisciplinary/interdisciplinary CEUs	Karen Thornton Dr Lux Kalli Decker			

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

Break out group originally identified two action steps to improve transitions:

- 1) How referral sources may prepare families describing services, timelines, programs, and expected transitions.
- 2) How Family Support Specialists/Service Coordinators may prepare families and referral sources with descriptions of services, timelines, programs, and, ultimately, transition.

Identify a work group to identify and develop transition resources list	Kathy Rich- lead Brandi Loch Nicole Goeddel	Provide draft checklist/document at the next FSSAC meeting	Reach out to additional Family Support Specialist to participate in the workgroup	Final Checklist/Resource List
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aRPy Ambassadors

Sandy presented on the Division of Early Childhood’s Recommended Practices and their purpose: to highlight those practices specifically known to promote the outcomes of young children who have or are at risk for developmental delays/disabilities and to support their families. Sandy noted the topic areas and aligning practices that are available at <https://ectacenter.org/decrp/>. Sandy described the uses of the Practice Improvement Tools and resources that support practitioners and families in supporting young children across a variety of early childhood settings. Performance Checklists and Practice Guides for Families are available on the website and all resources are free to all. Sandy explained the role of the aRPy Ambassador to bring awareness to the DEC Recommended Practices, support the dissemination and use of the practices by practitioners and families and promote the associated Practice Improvement Tools. She and Laura will continue to refine their strategic plan as they work to build awareness around the State.

Target Setting for Federal Fiscal Years 2020 - 2025

Guidance from the Office of Special Education Programs regarding baselines and targets:

Baselines: States are permitted to revise baseline data and, when doing so, are required to provide an explanation for the revision. **OSEP** expects that baseline data would be revised when there is a change in methodology or data source for indicator that impacts comparability of the data.

Targets: States are required to set targets that show improvement over the baseline data for FFY 2020-2025 State Performance Plan/Annual Performance Report. If, based on prior year’s performance, a State decides to establish FFY 2020-2025 targets that are lower than the targets that were established from FFY 2016-2019, **OSEP** encourages the State to provide information regarding this decision in its narrative. Generally, targets are not approvable if they do not show improvement over baseline; however, there have been specific instances where **OSEP** has allowed States to set targets that do not reflect improvement over baseline.

Performance Indicator 2: Child Count and Settings *The percent of infants and toddlers with IFSPs who primarily receive early intervention services in home or community-based settings. The FFY 2025 target for this indicator does not need to show improvement over baseline if the FFY 2025 target is at least 95%.*

The methodology for collecting Child Count and Settings has become more refined and holistic with the development of Montana Milestones data management system. Data as of June 30, 2021 was presented noting 89% of early intervention services are provided in the home or a community-based setting while 11% are provided in an “other” setting with justification such as a clinical setting. Discussion was held regarding the methodology, the pandemic’s impact on services provided in settings other than the home or community, and

a baseline that reflects the current status with which to build upon. The FSSAC's recommendations will be reviewed by the Part C Leadership Team as that team makes its recommendations for the FFY 2020 Annual Performance Report.

Performance Indicator 5: Child Count, Birth to One Year *The percent of infants from birth to 1 year with IFSPs. This indicator reports on the percentage of children receiving IFSP services on the state-determined child count date as compared to the number of children in the state who are birth to one year old. States are no longer required to report how the state's data for this indicator compare to national data for this indicator.*

Performance Indicator 6: Child Count, Birth to Three Years *The percent of infants and toddlers, birth to 3 years with IFSPs. This indicator reports on the percentage of children receiving IFSP services on the state-determined child count date as compared to the number of children in the state who are birth to three years old. States are no longer required to report how the state's data for this indicator compare to national data for this indicator.*

The child count data for these two indicators were significantly impacted by the pandemic dipping as low as a 64% decrease for children birth to one and 40% decrease for children birth to three as of June 30, 2021. Data collected since that date shows a gradual, continuous increase of 8% for children birth to one and 9% for children birth to three. Discussion was held regarding the pandemic's initial and continuing impact and the setting of a target that is reflective of continued growth as regional agencies promote Child Find activities and reach out to referral sources. It was noted that due to the increased rates of COVID, many home visits are being provided virtually and not all families are positively engaged with a virtual process to receiving early intervention services and supports. The FSSAC's recommendations will be reviewed by the Part C Leadership Team as that team makes its recommendations for the FFY 2020 Annual Performance Report.

Performance Indicators 3, Child Outcomes, and 4, Family Outcomes will be reviewed at the next FSSAC Meeting.

Parking Lot

- By-Laws
- Chair Requirements
- Acronym Dictionary

Public Comment

No public comment.

Next Meeting

December 3, 2021, via TEAMS from 9:00 – 11:30.

Target Setting: *Performance Indicator 3 Child Outcomes and Performance Indicator 4 Family Outcomes*

Meeting adjourned at 11:30.