FSSAC QUARTERLY MEETING minutes

Family Support Services Advisory Council

Date | time Friday, September 23, 2022, 9:00 – 11:00 AM | Meeting called to order by Chair Laura McKee

Type of Meeting: Interagency Coordinating Council

Note Taker: Sandy Cade and Samantha Hoggatt

# In Attendance

Members: Laura McKee, Sandy Cade, Jackie Mohler, Karen Underwood, Laura Christiaens, Susan Wensel, Amanda Christofferson, Nicole Goeddel, Shari Northcott, Samantha Hoggatt, Kalli Decker, Abby Harris, Lucy Betz, Karen Thompson, Madison Diederichs, Brandi Loch, Sandy Peaslee, Susan Brown, Kathy Rich, Carrie Etherington, Senate Majority Leader Sue Vinton

Members Excused: Hollin Buck, Jade Atkinson, Carol Clayton-Bye

Guest: Amanda Christofferson

Members Absent: Hannah Slusser, Breanne Main, Daylinda Radley, Karen Thornton

State Staff: Sandy Cade, Samantha Hoggatt, Shari Northcott

# Approval of June 17, 2022, Meeting Minutes

Minutes approved.

# Introductions, Ground Rules, and Agenda Review

Laura McKee led introductions, review of the agenda and the FSSAC Ground Rules.

Sandy introduced Samantha Hoggatt, newest Part C Team member and discussed that a data specialist will be joining the Part C Team in October.

Amanda Christofferson from Benchmark Human Services introduces the family story (Mattiah and August Gray).

# FSSAC Work Groups

Workforce workgroup updates – Kalli Decker will connect with Hollin Buck. No update given

Coordination Workgroup – Kathy Rich shared the transitions brochure. The brochure should be ready to print the week of September 26. The MT empowerment center will be sending out 3 brochures to everyone on their mailing list (1500 on mailing list). Brochures will also be given to the 5 Part C contractors. The brochure will be linked to the MT Empowerment Center and MT Milestones website.

# Part C Updates

Sandy starts the Part C Updates –

Sandy lets the group know that Part C will need to hold a small target setting meeting in November. Targets will need to be reset due to the Pandemic and Targets were set with the wrong data/information previously.

Sandy opens the floor for questions around target setting – No comments from group

Sandy moved into DMS Monitoring and explains that it is like a health check for the Part C system.

OSEP completed the onsite visit in June, and we expect that the letter from OSEP will come soon.

No questions were asked from the group

ARP funds update: Sam gave update on Child Find Campaign; she presented the Child Find banners from Windfall and talked about the different avenues for our media campaign approach that includes a targeted social media campaign.

Sam presented our Windfall Family stories, from a family from Glasgow, Montana. We discussed need to compensate our families for their time and energy it takes to participate in our Family Stories Campaign. Laura commented that she was excited to get to present two of our family stories at DEC Conference in Chicago next week.

Sam gave an update on our Family Outcome Survey: The state is finalizing the extract to send to U of M to start our new process for collecting family surveys.

Sandy gave an update on the Needs Assessment, and that we are working with U of M. She talked about how we hope to locate the gaps in Child Find.

Sandy also gave an update on work force recruitment and retention, and how money was distributed to each contractor to use as needed for recruitment, retention, training etc.

Sam gave an update on the Pyramid Model: She spoke about how the state is focusing on building our state leadership team and working on collaboration within our division. We hope to have an implementation timeline for our January meeting.

Sam gave an update on our Comprehensive System of Professional Development Modules with WestEd: Module One is in progress and should be completed within the next three weeks. This was the largest module with 5 sections. There will be 13 Modules total.

# FSSAC Agenda Development for September 2022

Next meeting date: Friday, January 6, 2023, virtual, 9:00 – 11:30

Agenda items:

* Region 4 provides a Family Story.
* FSSAC Bylaws review and approval.
* Application process for Council membership.
* Vote on Co-Chairs.
* Work Groups present on multidisciplinary evaluation teams and transition work status.
* Madison from Children’s Special Health Services will present.
* Send FSSAC meeting invitations to Rebecca Richards for posting on the Empowerment Center.
* Recruiting for a Parent Representative from Region 4.

# Parking Lot

* Chair Requirements
* By-Laws
* FFY 2021 APR
* Acronym Dictionary

# Public Comment

No public comment.

# Next Meeting

January 6, 2023, via TEAMS from 9:00 – 11:30. Invitation will be forthcoming from Shari Northcott.

Meeting adjourned at 10:35.