

County Interagency Coordinating Council

Date: March 19th, 2025

Time: 12:00 to 2:00pm

Location: SRHD Rooms 320 & 321, and
Virtual Teams Meeting via Zoom

Meeting Minutes

1. Welcome

- Introductions: Please share your name and organization: In attendance:
 - In-Person
 - Amber Collins – Center for Pediatric Therapy
 - Kristina Smith – Co-chair/Parent
 - Jon Walter – Youthful Horizons Therapy
 - Sarah Bunney – Joya Child and Family Development
 - Teresa Jensen – Fairchild AFB
 - Echo Fryett – Center for Pediatric Therapy
 - Donnett Neu - Developmental Disabilities Administration (DDA)
 - Mindy Stewart – Spokane County CSD – Safe Baby Court
 - McKenzie Best – CCS HS/EHS
 - SRHD Staff: Sarah Thayer, Eileen Duenas-Reyes, Tara Harelson, Kristen Lester, Hasina Ghulam-Sarwar, Mia Parker, and Karen Finkle
 - Virtual
 - Denise Magee – Spokane County Developmental Disabilities Division
 - Michelle LaMotte – Stepping Stones Pediatric Therapy
 - Diane Saggau – CFO, Children’s FIRST Therapy
 - Unity Vanderhoof- SPS ELC Manager
 - Darci Ladwig – Spokane County
 - Heather Stenson – AKIN
 - Kelsey Landreth - Parent (observer)

2. Review of (Date of last meeting) meeting minutes (if quorum met)

- Quorum met today
- Sarah Welcomed everyone. She reviewed the CICC Executive Committee members, who are the members that are allowed to make motions and vote. Everyone else is a committee member. The list includes:
 - Staisha Brazington – Parent and Co-chair
 - Kristina Smith – Parent and Co-chair
 - McKenzie Best – Community Colleges of Spokane Early Head Start
 - Denise Magee – Spokane County
 - Diane Saggau – Children First Therapy
 - Michelle Lamotte – Stepping Stones Pediatric Therapy
 - Sarah Bunney – Joya Child and Family Development Center
 - Kristin Lester – Spokane Regional Health District

- After reviewing the last meeting minutes, Diane Saggau motioned to approve the last minutes. Michelle Lamotte seconds that.

3. SRHD Early Support for Infants and Toddlers updates

○ Eileen

- The program is in the midst of the fiscal year reviews.
- Areas of focus:
 - Policies and procedures Testing: System of payment and fees.
 - Accounts Payable Testing: AP Sampling – ARPA funds – Youthful Horizons; Neuro-relational Framework Intensive Training Funds-Stepping Stones, Special Education funds-Center for Pediatric Therapy, Part C funds-transactions. Provided information to DCYF relating to expenses and the program.
 - Time & Effort-part C funds for infrastructure
- ESIMS is launching a 3-year cycle.
 - The first phase focuses on evaluations and assessments, services, and data verification.
 - Will notify the first provider by the end of next week.
 - 3 stages – pre visit, onsite and post visit
 - Phases 2 and 3 will add fiscal monitoring and SOPAF.
 - For the two ESIT agencies who received DD Funds. We hope to collaborate with the county on future monitoring.
- ACORN – The new DMS. The work group team meets weekly. During the week of February 24th, a regional forum was held for Northwest, Southwest and a combined forum for Central and Eastern WA. Benchmarks were discussed and need to be met in order to identify the launch date. The working timeline is in place with a tentative launch date of June 1st. A Pilot user group was established with volunteers who will receive scripts to complete tasks in the ACORN training portal. One of the benchmarks is to be able to complete a referral to IFSP in ACORN.

○ Tara Harelson

- We are currently midway through APR compliance monitoring. There are three indicator reports that are pulled during this time.
 - Reports:
 - 1. Indicator C1-Timely Provisions of Services. Percentage of infants and toddlers with IFSPs in a timely manner.
 - 2. Indicator C7- 45-day timeline-Percentage of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted withing 45-day timeline.
 - Indicator C8-Early Childhood Transition-Percentage of all children exiting part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: (a) IFSPs with transition steps and services. (b) Notification to LEA if child is potentially eligible for Part B; and (c) Transition conference if child is potentially eligible for Part B.
 - The last report will be sent to the state in April.
- The State is hosting 2 webinars for the "Opt out Policy "May 20th 9am-10:30am
 - May 21st 1pm-2:30pm.
- Open Office Hours are also offered.
 - Jun 5th 12pm-1pm
 - Jun 10th 9am-10am

- School Transitions meetings are online meetings with the school districts. During the meeting we are gathering information, school districts are sharing what they need, and we share what we need for ESIT. Will have one more meeting this year in April or May.
 - Hoping to get feedback on updating, late referrals and gain clarity with the school districts.
- **Kristen Lester, CYSHCN**
 - Three Pop-Up Events. The 1st one was at Shadle, the 2nd was at Hive and the 3rd one was at AKIN. These have all been well attended. The next one will be on April 1st at Vanessa Behan from 10am-1:30pm.
 - 2025 Family Support Conference to be held on November 14th tentatively schedule as well as the budget.
 - The Washington State Governor's Office of the Education Ombuds (OEO) will be holding an OEO Team Virtual Event for medical professionals tomorrow, March 20th from 9am-10:30am, regarding student safety at schools and strategies to handle bullying.
 - Heather w/ Akin asked what the family support conference entails. Kristen explained that last year was the first one. It is a place for the community to come together and provide support to families. The conference includes a parent panel, resource room and breakout rooms.
 - Kristen asked if anyone else had any more questions, with no response.

4. Training/Presentation

- **Mia Parker, Child Fatality Review and Prevention Coordinator with SRHD**
 - Presented a slide show on Collaborating for Child Safety in Spokane Count: Child Fatality Review. She shared information about the Keeping Children Safe program, including the Child Fatality Review process.
 - Mia created a Power Point and presented. The power point presentation was included with the agenda.

Main Body

Collaborating for Child Safety in Spokane County: Child Fatality Review

Mia Parker (MiaParker)
Fatality Review and Prevention Coordinator
Spokane Regional Health District

Program Overview

Child Fatality Review (CFR) Overview

7 Key Principles of Child Fatality Review

Fatalities in Context

2024 Overview

2024 Prevention Activities

2023 Deathly Meeting Case Definition

Prevention Recommendations

Firearm Safety

Firearm Locking Devices

Safe Sleep

Risk-Mitigation Approach

The Community Approach

Learn More & Get Free Safe Sleep Plan Materials

Mental Health

Question & Answer

Thank you!

Mia Parker
Fatality Review and Prevention Coordinator
Spokane Regional Health District

- Mia discussed how to collaborate for child safety. The Child Fatality Review group is to help understand community wide, what we could do to prevent child deaths.
 - Eileen asked who is involved. Mia responded that anyone can be involved. Kristin Lester participates whenever there is a child with disabilities.
- Mia discussed the 7 key principles of child fatality review. She also went over a 2024 overview.
- Mia discussed Firearm safety, safe sleep practices and mental health.
- Sarah thanked Mia for her presentation. If anyone has any questions, please feel free to reach out to Mia.

5. Community Program Updates

- **Developmental Disabilities Administration (DDA)** – If parents meet the criteria, Donnett is available to talk to or help them fill it out, waivers. Asked if they interact with DCYF, Donette answered yes. House Bill 2008 removed the IQ checkbox. Demand has increased and is high. Waivers are based on needs, not entitlement. Donnett will be taking over as the go-to person for birth to 3, when the current person retires. The birth to three DDA applications cannot be accepted if signed by the foster parents. Sometimes it was accepted in the past, but they are cracking down now.
 - Diane talked about case managers not knowing they can sign. She believes we should all work together. She will ask DCYF to get the word out to social workers.
 - Amber asked if relatives could sign. Donnett answered, yes, if they are legal guardians. Relative placement is different.
 - Mia asked if there were any Pop -Up events for foster families. Kristen listed a few. Treehouse is about education. Embrace WA works to support foster families.
 - Title 4C app – SSI – DDA has legal obligation and will collab with social workers.
 - Donnett encouraged others to ask for expedited assessment if waiting for an initial assessment and your time frame is close. You can talk to Donnett.
 - McKenzie asked why Head Start receives the application response when the FRC applies, and not the parents. Donnett is not sure; she said that it is the county. Donnett's go directly to the parents.
- **Spokane Public Schools (SPS)** – Unity Vanderhoof-There is an online application for the preschool program. Will share the link which will be live at the end of April on the SPS webpage.
- **Education Service District 101 (ESD 101)** – Not present.
- **Community College of Spokane Head Start/Early Head Start (CCS HS/EHS)** – McKenzie Best- Head Start/Early Head Start is in Review season. Had class reviews, now to prepare the staff, which is a big deal, and DDA Review.
- **Akin formerly Children's Home Society of WA (CHSW)** – Heather Stenson-Review with EHS homebase. The program has some openings and a waitlist. Prioritizing 0-3. Family Response Center- Valley office- has clothing, diapers, etc. Starting a new resource provider access to a washer/Dryer for community use. Families will need to call and reserve time.
- **Safe Baby Court** – Mindy Stewart-The program is fully enrolled. Currently the program services 0-3 and hoping to expand to age 6. Working with 16 families right now, they can work with up to 20 families. Higher recidivism rate. some parents with developmental delays are receiving services and are experiencing challenges finding resources. Mindy is open to any suggestions. There are two teams and a leadership team, welcome to come too. There is also an Active Comm team. They always need volunteers. If the court orders the family to engage in medicine management, few providers will take the patient. If that's all that is needed. Currently, CHAS will fill the void, as will Excelsior. The biggest gap is when individuals are released from jail at 6am. We lose them.
- **Spokane County Community Services Department provided by Denise Magee** – Working on their RFP which is every 4 years.
- 6. **Other Business/Public Input (All Attendees)** –
 - May 3rd – Emma's Equipment Exchange, they are working on a flyer.
 - May 18th – Rosalie Murrey Inclusive Carrousel Event.
- 7. **The next CICC meeting will be June 18th, 2025**
- 8. **Adjournment** – Make the motion to adjourn the meeting. ("I, (*state your name*), move to adjourn the meeting.")

Making a motion:

First, the motion is presented – A member raises a hand to signal the chairperson. Example: ("I, (*state your name*), move to (*state the action*).")



Second, another member seconds the motions. Example: ("I, (*state your name*) second the action.")

- Any discussion
- Vote – Only executive team members have voting rights. Example: ("Aye", "Nay", or "Abstain")
- Announce the vote – Example: ("The motion passes....")

9. Motioned to Adjourn Meeting:

- Kristin Lester
- Michelle LaMotte 2nd

The motion Passed; Meeting ended at 1:43PM

To encourage participation of families of children with special needs, CICC will provide childcare and/or transportation reimbursement. Please contact Eileen Duenas-Reyes at (509) 324-1674, or via email at eduenasreyes@srhd.org for further information as needed.

Karen Finkle

Minutes taken by:
Minutes reviewed by: Sarah Thayer 3/26/25

Minutes approved by: Eileen Duenas-Reyes, 3/26/25
