

County Interagency Coordinating Council

Date: December 4, 2024

Time: 12:00 to 2:00pm

Location: Virtual Teams Meeting via Zoom

Meeting Minutes

1. Welcome

- Introductions: Please share your name and organization: In attendance:
 - Amber Collins – Center for Pediatric Therapy
 - Staisha Brazington – Parent Representative & Co-Chair
 - Denise Magee – Spokane County Developmental Disabilities Division
 - Donnett Neu -DDA
 - Kristina Smith – Parent and Co-chair
 - Jon Walter – Youthful Horizons Therapy
 - Michelle LaMotte – Stepping Stones Pediatric Therapy
 - Sarah Bunney – Joya Child and Family Development
 - Shelly Miller – Center for Pediatric Therapy
 - Kelsie Barany – Head Start Mental Health
 - Unity Vanderhoof- SPS ELC Manager
 - Sarah Seghetti – SHMC NICU OT
 - Doresty Daniel – PICAWA
 - Darci Ladwig – Spokane County
 - Teresa Jensen – Fairchild AFB
 - Angela Fidler – Spokane Hope Executive Director
 - Echo Fryett – Center for Pediatric Therapy
 - Mindy Stewert – Safe Baby Court
 - Leslie Helms - Central Valley
 - SRHD Staff: Sarah Thayer, Eileen Duenas-Reyes, Tara Harelson, Kristin Lester, Hasina Ghulam-Sarwar, Edie Higby and Karen Finkle

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

- Quorum met today
- Sarah Welcomed everyone. She shared the CICC Executive Committee members, who are the members that are allowed to make motions and vote. Everyone else is a community member. The list includes:
 - Staisha Brazington – Parent and Co-chair
 - Kristina Smith – Parent and Co-chair
 - Katy Chapman – ESD 101
 - 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
 - Donnett Neu -DDA
 - Kristin Lester – Spokane Regional Health District

- Previous meeting minutes were provided and reviewed. Staisha asked those in attendance to review and provide any corrections if needed. None were provided. Michelle made a motion to approve the meeting minutes and Kristina seconded. No one abstained and the motion passed.

3. DCYF Early Support for Infants and Toddlers updates

- The Annual Performance Review occurs during the months of January, February and March. During this time data is reviewed through indicator reports to demonstrate how IDEA Part C is being implemented. Eileen congratulated all five of the providers for meeting Idea Part C requirements.
- Part C - Equity in Access funds to address barriers to services. Each provider had the opportunity to complete and submit a mini grant application. Four out of five providers have applied to access funds for the Equity in Access grant. SRHD ESIT will review mini application to ensure meeting the federal requirements to expend the funds. Each provider who is awarded the funds will receive an amended contract.

4. SRHD Early Support for Infants and Toddlers updates

- **Sarah Thayer**
 - The collaboration plan for the region has not been updated for two years. Sarah worked on a subcommittee for the ESIT contract which is tailored for Spokane County. The contract is thirty-two pages long and completed. It has been sent to the executive committee for approval then it will be sent to the state for approval. Sarah thanked the subcommittee which included:
 - McKenzie Best
 - Leslie Helm
 - Becca Wolf
 - Teresa Jensen
 - Kristin Lester
 - Sarah Thayer
 - Tara Harelson

Once approved by the executive committee, Sarah will send it out via e-mail to everyone to be signed saying you have read and reviewed the plan. You can reach out to Sarah with any questions.
- **Kristin Lester, CYSHCN**
 - The Family Resources Fair was a tremendous success. Kristen thanked the county for financing it.
 - There will be an event in Hillyard on January 7th, 2025, from 9am-1pm to support families. Kristen will send out a flyer when it is completed. She believes it will be beneficial and is excited.

5. Training/Presentation

- **Donnette Neu with DDA (Developmental Disabilities Administration)**
 - Donnette gave a PowerPoint presentation on Eligibility and Services Overview.
 - Region1 eligibility has gone through a huge rebranding with major changes to qualification requirements. The PowerPoint presentation is not available for distribution but will hopefully be available by the next meeting.
 - Donnette covered what DDA is and what qualifies as a developmental disability, services, the basic determination process, and how long a determination takes.
 - Donnette's department is the first step for families signing up for services. They decide if they are functionally and financially eligible. Guardianship/dependency paperwork is needed first. If a foster parent is signing let DDA know.
 - Children can now be made eligible under permanent conditions before the age of four now. This will eliminate the need to reapply at the age of four.

- Once they meet functional eligibility, financial eligibility is assessed. Discussions and questions ensued.
 - Clarification on reporting zero income for the child seeking eligibility instead of the family income? There are three sites in separate places in the determination process. Long term care is decided elsewhere, so she is not familiar with their process. If the income is marked for the family, long term care will reach out to the family, recognizing the child will not have income. Some people do not understand that there are three sites in the process which can be confusing for applicants.
 - If families are denied, can the FRC's let their clients know to reach out to long term care, which Donnette replied, yes.
- Eligible Conditions and acceptable Adaptive Assessments were discussed.
 - DDA has increased the list of who can make an accurate diagnosis
- Expiration and Reviews, including Examples of Services and Steps to Service.
 - If adaptive testing done at school will be investigated if it is scored too high. Schools have additional support available for the child being assessed that is not available when the child is away from school. Donnette feels DDA has a great relationship with the schools and can investigate if the score is too high for eligibility.
- 5 DDA Waivers were presented
 - No harsh rules on any of the waivers.
 - DDA will be condensing the five waivers down to two.
 - Foster kids are now eligible, case by case.
- Contact information provided.
 - Do not contact Jeremy Martin with complaints, Donnette said no. The organization chart to follow. Online complaint form which can be submitted. Families also receive a copy of this at their initial meeting.

6. Community Program Updates

- **Developmental Disabilities Administration (DDA)** - Presented
- **Spokane Public Schools (SPS)** – The Early Learning program has been restructured. All 34 elementary schools have pre-k now for four-year-olds. The five hub sites that represent feeder points have AM and PM pre-k for three-year-olds. The program still has openings. A following link was shared <https://www.spokaneschools.org/page/preschool-programs>
- **Education Service District 101 (ESD 101)** – Not present.
- **Community College of Spokane Head Start/Early Head Start (CCS HS/EHS)** – Kelsie Barany attended for McKenzie Best. She is working on the Federal Review Committee.
- **Akin formerly Children's Home Society of WA (CHSW)** – Not present
- **Safe Baby Court** – Mindy was present but left early.
- **Spokane County Community Services Department provided by Denise Magee** – The RFP is paid out every four years. The next one is July 1st, 2025, to June 30th, 2029. Three contracted agencies that serve 100 kids receive early intervention. The Family Support Conference was great, and the county is hopeful that they can support the next one.

7. **Other Business/Public Input (All Attendees)** – Staisha gave an update on Emma's Exceptional Equipment Exchange. They will hold a spring event, date to be decided. Bellevue Health Care is willing to look over any equipment received from the exchange.

8. **The next CICC meeting will be:** In March 2025.



9. Adjournment – Make the motion to adjourn the meeting. (“I, (*state your name*), move to adjourn the meeting.”)

Making a motion:

- Michelle Lamotte
- Diane Saggau

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....”)

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.

Minutes taken by: Karen Finkle 12-12-2024

Minutes reviewed by: Sarah Thayer 12/13/2024

Minutes approved by:  12.17.24