

Florida Interagency Coordinating Council for Infants and Toddlers (FICCIT)
 Quarterly Meeting
 June 13, 2023
 Draft Meeting Minutes

Member Name	Member Seat	Present (In Person)	Present (Via Teams)	Absent
Kim Carr	Public/private provider of early intervention services		X	
Dr. Judith Levin	Member from personnel preparation program		X	
Rob Porcaro	Public/private provider of early intervention services			X
Misty Porter	Parent of child with disability age 12 or younger			X
Kathleen Vergara	Public/private provider of early intervention services		X	
Dr. Ilene Wilkins	Public/private provider of early intervention services		X	
Member Name	Member Seat	Present (In Person)	Present (Via Teams)	Absent
Vacant	Parent of child with disability age 12 or younger	--	--	--
Vacant	Parent of child with disability age 6 or younger	--	--	--
Vacant	Parent of child with disability age 12 or younger	--	--	--
Vacant	Public/private provider of early intervention services	--	--	--
Vacant	Public/private provider of early intervention services	--	--	--
Vacant	Member from the agency responsible for children's mental health	--	--	--
Vacant	Member of the state education agency responsible for preschool services to children with disabilities	--	--	--
Vacant	Member from a Head Start Program	--	--	--

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Vacant	Member from the State Legislature	--	--	--
Vacant	Member from the state agency responsible for childcare	--	--	--
Vacant	Member from the state child welfare agency responsible for foster care	--	--	--
Vacant	Member from the state agency involved in the provision of, or payment for, early intervention services to infants and toddlers with disabilities and their families	--	--	--
Vacant	Member from the agency responsible for the State Medicaid and CHIP program	--	--	--
Vacant	Office of Coordination of Education of Homeless Children & Youth	--	--	--
Vacant	Member from the agency responsible for the State regulation of private health insurance	--	--	--
Guests	Affiliation	Present (In Person)	Present (Via Teams)	
Marcy Hajdukiewicz	Early Steps State Office		X	
Dusty Stern	Early Steps State Office		X	
Jessica Meyer	Early Steps State Office		X	
Emily Keeney	Early Steps State Office		X	
Rashena Itwaru-Womack	Early Steps State Office		X	
Robin Masterson	Early Steps State Office		x	
Anna Dungey	Early Steps State Office		X	
Robert French	Early Steps State Office		X	
Tina Moore	Early Steps State Office		X	
Angela Marcus	Early Steps State Office		X	
Megan O'Malley	Early Steps State Office		X	

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Renesia Jones	Early Steps State Office		X
Debbie Stephens	Early Steps State Office		X
Celica Coleman	Early Steps State Office		X
Monica Paris	Early Steps State Office		X
Mary Hilton	Early Steps State Office		X
Luc Toussaint	Early Steps State Office		X
Marisol Rose	Early Steps State Office		X
Liz Gonzalez	Early Steps State Office		X
Dane Nelson	Early Steps State Office		X
Laura Gomez	Early Steps State Office		X
Jasmine Wallace	Early Steps State Office		X
Sherry Korokous	Early Steps State Office		X
John Shupard	Early Steps State Office		X
Stephanie Schofield	Early Steps State Office		X
Stephen Stearly	Ascension Healthcare		X
Bryan Peters	Florida Office for Insurance Regulation		X

Call to Order – *Dr. Ilene Wilkins, Chair*

Dr. Ilene Wilkins called the meeting to order, Emily Keeney completed Council member roll call. The presence of a quorum was unable to be established with the members in attendance via phone. The Council was unable to vote to approve the March 21, 2023, Meeting Minutes. Three new Early Steps State Office (ESSO) staff members were introduced. Dr. Wilkins asked if there were any updates to the FICCIT appointments. Jessica Meyer shared that there are no updates from the Governor’s Office.

Data System Updates – *Dusty Stern, BSN, RN, Chief, Bureau of Early Steps and Newborn Screening, Florida Department of Health*

Dusty Stern informed attendees that the Data System project moved from the discovery phase into the design phase. There are representatives from different Local Early Steps programs on the project team providing input on the system design to ensure the end user perspective is incorporated. The project vendor has prior Part C data system experience, and new staff member, Laura Gomez, was hired to support with Organizational Change Management. Dusty shared that while some elements are taking longer to complete than anticipated, the time is anticipated to be made up later in the schedule.



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Part C Application and Policy Change Updates – *Robert French, Early Steps Program Data Management, Analysis, & Reporting Unit Supervisor, Florida Department of Health*

Robert French shared that ESSO is required to annually submit a Part C application and updated policies to the Office of Special Education Programs (OSEP). These were both electronically submitted on May 24, 2023, and have been accepted. A final hard copy submission is due to OSEP August 1, 2023. Robert shared the new budget requested is \$29 million for the 2023-24 fiscal year, up from \$27 million the previous year. The new policies and procedures were publicly noticed for 60 days, including a 30-day period for public comment. There are no significant policy changes, and both the application and proposed policies are available on the Early Steps Program website.

Early Steps State Office Program Updates – *Jessica O. Meyer, MSW, Early Steps Program Administrator, Florida Department of Health*

Jessica Meyer informed attendees that the OSEP determination letter is anticipated within the next few weeks. Jessica shared the 2021-22 indicator results and that slippage that occurred is thought to be related to COVID recovery in the 2021-22 fiscal year. The full results are available via the Early Steps website under the Program Resources. There was a thorough discussion around what proactive steps could be undertaken by FICCIT to better understand and address any slippage. No specific determination of next steps was made.

Jessica Meyer shared that there are several projects ESSO is supporting, including a marketing campaign to continue with refreshing existing content and developing newer materials such as education guides and videos, as well as the development of a HIPAA compliant referral form for the Early Steps website. Reports on these efforts have received positive feedback from the community. Another new partnership that was recognized was with the Family Network on Disabilities (FND), a parent education organization also funded by the Office of Special Education Programs (OSEP) as a Parent Training and Information Center, will be developing materials for ESSO, including educational videos and a parent handbook.

ESSO staff are attending conferences and participating in educational panels in the coming months, including recent attendance at Family Café, and upcoming participation in the DCF Conference, One Goal Conference, the OSEP Leadership Conference, and the DaSy Conference.

Public Comment –

Dr. Wilkins shared that ECP received a federal literacy grant focused on ages birth to 12.

Motion: Adjourn the meeting.
Motion Made By: Ilene Wilkins
Seconded Motion:
Discussion: None
Motion Passed

Meeting Adjourned