

**Florida Interagency Coordinating Council
for Infants and Toddlers (FICCIT)
Quarterly Meeting
September 13 & 14, 2011
10:00 a.m.- 2:00 p.m. – Melbourne, Florida**

Members Present: Lorraine Allen, Laurie Blades, Cynthia Fuller, Pat Grosz, Karen Hartz, Anne Glass for Bambi Lockman, Sharon Paul, Lynn Marie Firehammer for Phyllis Sloyer, Jeannie Carr, Angela Finch, Kathy Wright, Gail Underwood, Johana Hatcher and Amanda Moore for Brittany Birken.

Members Absent: Katherine Dagenais,

Members Absent with Notification: Jeannie Boggs, Judy Corso, and Debbie Russo

Non-members Present: Brenda Ham, Kim Carr, Sue Cannon, Amanda Moore, Lois Maroney, Althea, Puzio, Shelli Buckley, Joanne Nelson, Sandy Reid, Sharon Rosman, Dianne Taylor, Vonda Gordan, Annalise Campisi, Paula Kendig, Lourdes Quintana, Penny Geiger, Catherine Duncan, and Tameka Footman

Conference Call Attendees: Johanna Hatcher, Kathy Wright

Call to Order and Introductions: Patricia Grosz, Chair

Welcome and Introduction to all members and guests

FICCIT Business:

Review of agenda, program packet information, and committee meetings: Patricia Grosz

Approval of Meeting Notes: Patricia Grosz, Chair

Discussion: Patricia Grosz called for a vote to approve the notes from the June 2011 meeting.

Conclusion: Motion was made and passed to approve the June 2011 Meeting Notes.

Action	Person(s) Responsible	Date Due
Post June Meeting Notes to the web	Tameka Footman	ASAP

Update On Membership: Patricia Grosz

Discussion: FICCIT Policies and Procedures document was discussed and agreed upon. Federal Regulations and Legislative documents were reviewed by Cynthia Fuller prior to the meeting for any updates. Lynn Marie Firehammer announced that the New Federal Regulations were just released last week.

Conclusion: The Council will continue to solicit for new members.

Action	Person(s) Responsible	Date Due
Amend Policies and Procedures to include language that says a non-member can be appointed as a committee chair and vote	Cynthia Fuller	ASAP

as a member would.		
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Status of Action Steps: Patricia Grosz

Discussion: Most action items completed, with a few pending, deletions and ongoing items that are currently being worked on. New actions will be discussed at individual committee meetings.

Conclusion: Updated Action Status report

Calendar of meeting for 2012:

Motion passed and approved the meeting dates and location with minor modifications.

- January 18 &19 Tallahassee
- April 17 &18 Tallahassee
- June 13 & 14 Orlando

October date and location TBA based on Homeless Coalition Conference

Strategic Planning Discussion/Brainstorming

Council brainstormed on potential topic for the upcoming session

- Parents and Providers to be included in the audience
- Katie McCullough to be invited to facilitate the discussion
- Discussion on what Early Steps is all about
- Data driven information
- Activities along with outside initiatives that share the same goal
- Sustainability – Finding out how we continue
- Invite parents that are interested in FICCIT

PUBLIC COMMENT: No Comments

State Office Update: -Lynn Marie Firehammer written report attached at the end of summary notes

Discussion: Council discussed exploring the Communication Access Realtime Translation (CART) provider’s real time transcription that can be posted to the internet. Members would have the ability to see the notes on the web while the meeting is taking place.

Staff responsibilities have shifted Catherine Duncan will now be the FICCIT liaison. Tameka Footman will continue to assist as needed.

Action	Person(s) Responsible	Date Due
Tess will provide the CART link at the next FICCIT meeting and subsequent meetings if this is a successful way to solve the problem of off-site members hearing all speakers.	Tess Crowder	January meeting

Space Coast Early Steps – Strengths, Challenges & Parent Perspectives – Althea Puzio, Shelli Buckley, Vonda Gordan, Diane Taylor
 Written reports attached at end of summary notes

Family Involvement – Sue Cannon
 Written reports attached at end of summary notes

Recognition Award: Lynn Marie Firehammer recognized Judy Corso for her continued service to the children of Florida.

EXECUTIVE COMMITTEE:

Members in attendance: Pat Grosz, Chair, Lynn Marie Firehammer, Karen Hartz, Laurie Blades and Catherine Duncan

Summaries from each committee were presented to the executive committee– written report attached at end of summary notes

Membership

Vacancy	Plan to Fill
Local Early Steps (Judy Corso)	Lourdes Quintana has applied
Public/Private Early Intervention Services (Ronnie Bader Tables)	Get list of contacts with local school districts from Local Early Steps. Catherine will request with ESSO Weekly Memo.
Personnel Preparation Program (Dr. Lori Massey)	ask Sue Donovan to apply-Pat will email her
State Representative	Karen will draft letter and send to Pat to sign. Pat will send to Catherine to forward to list of legislators provided by Margaret Hooper.
At-Large Member (Lucy Morillo)	Kim Carr from Florida School for Deaf and Blind will apply
State Agency Paying for or Providing Services (Dr. Brittney Birken)	Amanda will ask her agency if they are amenable to her to applying
APD	Sue Canon will work with advisory group of APD to get new letter out through them rather than APD administration

PERSONNEL DEVELOPMENT AND TRAINING: -

Members in attendance: Annalise Campisi, Penny Geiger, Lourdes Quintana, Paula Kendig, Lois Maroney, Tess Crowder, Pat Grosz, Amanda Moore, Ann Glass, Gail Underwood, Ann Kaperak (phone), Liza Smith (phone)

Report given by Annalise Campisi – written report attached at end of summary notes

Letter written to request the training of the Autism Navigator be opened to more than just Early Steps providers.		
PDAT Chair to write a letter, with FICCIT approval, to the Medicaid/Early Steps ITDS Review Committee requesting	Annalise Campisi	

detailed information on documentation of experience, specifically for educators, needed to determine approval for the ITDS Certification.		
To recommend, with FICCIT approval, for Early Steps policy to be modified to include modeling the mentorship for LHCP after the ITDS new process		
To create a survey with the following questions to be completed by LES directors with FICCIT approval <ol style="list-style-type: none"> 1. Are pre-service practicum experiences offered in your LES or in community agencies? 2. Do you have any interns working in your LES? 3. If internships are occurring in your LES, are the internships occurring with internal LES or community agency providers? 4. If internships are occurring in your LES, what disciplines have internship opportunities? 5. If internships are not occurring in your LES, what are the barriers and/ or challenges? 6. Comments. 		

OUTREACH AND COLLABORATION COMMITTEE: – written report attached at the end of the summary notes

Members in attendance: Sue Canon, Laurie Blades, Jeanne Boggs, Karen Hartz, Sharon Paul, Jeanne Carr, Lynn Marie Firehammer, Catherine Duncan, Lorraine Allen, Kim Carr, Angela Finch, Jeannie Carr, Ann Milton

Action	Person(s) Responsible	Date Due
Draft letter to Council on Social Status of Black Boys and Men requesting a parent to serve on Council	Lorraine Allen	ASAP
Laurie Blades will rewrite Action steps in sustainability plan to indicate that FICCIT will develop a best practices summary to distribute to local Early Steps as an end result of the survey send to Lynn-Marie and Carol Roberts	Laurie Blades	09/30/11
Request web updates from council members 1 ½ moths before the next meeting and send to Catherine Duncan	Karen Hartz	1 ½ month Prior to next

		meeting
All changes due for the annual report due in September	Council	
Final draft of annual report due in October		
Executive Committee to approve final copy of annual report with copies to the members	Executive Committee	
Get quotes for printing report Annual Report based on draft.	Catherine Duncan	09/30/11
Ensure changes by Committee are represented in electronic version of report.	Catherine Duncan Jeanne Boggs	
Send updated draft report to Committee members for final review and approval.	Catherine Duncan	
Final approval by Executive Committee	Lynn-Marie	
Send Annual Report to the Printer.	Catherine Duncan	
Receive Annual Report from the Printer.	Catherine Duncan	
Update thank you letter to send with copy of annual report to families whose stories were featured.	Karen Hartz	
Distribute Annual Report – Total of 600 copies 1. 80 copies to DD Council 2. 150 copies to Legislature and Governor's Office (with cover letter): <ul style="list-style-type: none"> • Governor, Lt. Governor, Chiefs of Staff, Advisor, and Office of the First Lady • House Appropriations Committee-Subcommittee on Health Care • House Education Committee • House Health and Human Services Committee-Access and Quality Subcommittees • Joint Legislative Budget Commission • House and Senate Leadership • Senate Budget Committee-Subcommittee Health & Human Services • Senate Children, Family and Elder Affairs Committee 3. 50 copies to FICCIT members and meeting attendees 4. 45 copies for Florida Consortium of Advocates for Infants and Toddlers 5. 15 copies to families whose children were featured in the annual report (with thank you letter) 6. 10 copies to Tameka Footman for new FICCIT members to put in their new member packets 7. 175 copies for Early Steps Office to distribute throughout CMS/DOH, to local Early Steps, and at Children's Week 8. Electronic copies to distribute to DCF Circuit Administrators and Community Care Based Partners 9. Electronic copies to distribute to Dependency Judges (with cover letter) 10. 20 copies to distribute Florida Guardian Ad Litum (with cover letter) 11. 20 copies to distribute to Florida Children's Movement	1. Karen Hartz 2. Jeanne Boggs and Volunteers (at least three) Margaret Hooper – have Jeanne ask her if she and others would help distribute these 3. Catherine Duncan 4. Karen Hartz 5. ESSO 6. Catherine Duncan 7. Catherine Duncan 8. Johana Hatcher 9. Johanna Hatcher 10. Sharon Paul ESSO	

(with cover letter): • David Lawrence State Program Director		
Change recruitment letter to include language seeking diverse membership on the Council.	Catherine Duncan	
Sue Cannon will look at FRS annual summary reports and send list of general categories of activities to Outreach & Collaboration Committee.	Sue Cannon	09/30/11
Committee members will respond to Lorraine with any additional areas they want represented on the survey.	Committee Members	10/07/11
Lorraine will then develop a draft survey format based on outline from Sue and committee member feedback and send to committee in October. Committee members will provide feedback to Lorraine.	Lorraine Allen	10/21/11
Lorraine will finalize and send to committee members for testing.	Lorraine Allen	12/01/11
Will ask full council for approval of survey at January meeting. When approved the council will ask Sue Cannon to send out to staff members.	Catherine Duncan	January 2012
Compile Survey Results and develop a Best Practices Manual	TBD	Spring 2012

AGENCY UPDATES

DEPARTMENT OF EDUCATION: Anne Glass - written report attached at the end of the summary notes

HOMELESS EDUCATION: Lorraine Allen –

The Department of Education was finalizing the counts of homeless students in Florida schools for school year 2010-2011. More than 56,000 homeless students were identified by Florida school districts. Ms. Allen also referred members back to the June Homeless Education Report and mentioned that the Florida Homeless Education Program will have a homeless education track at the 2011 Southeast Institute on Homelessness & Supportive Housing: Building Strategic Partners Conference, to be held on October 27-28, 2011, at Clearwater Beach, Florida. The link to the conference information is <http://southeastinstitute.com/>. There was subsequent discussion about having an early steps presentation at the 2012 conference.

Additionally, Ms. Allen encouraged members to review the Florida Council on Homelessness' Annual Report to the Governor and Legislature. The Report can be accessed at <http://www.dcf.state.fl.us/programs/homelessness/docs/2011CouncilReport.pdf>.

DEPARTMENT OF INSURANCE REGULATION: Cynthia Fuller

- Florida's request for its individual market Medical Loss Ratio (MLR) waiver remains under review with the HHS – we note that HHS has moderated phase in requirements (to meet the individual market requirement of an 80% MLR) for other state waiver requests;
- Florida's individual and small group rate review laws/regulations have been deemed in compliance with the Federal rate review regulation – thus, Florida will continue to rate review and regulate carriers in Florida's small group and individual markets;
- There has been a recent revision to the federal rate review regulation that governs "association" rates (in Florida we refer to many of these policies as "out of state" issued policies). Current law does provide for rate review of policies offered in the small group

market; the HHS will be reviewing Florida law with respect to rate review of policies marketed in the individual market (where issuers are required to file for information only);

- Florida's insurance carriers (and HMOs) continue to be governed by those federal regulations where there is not state law and the OIR remains confident that carriers will continue to comply with federal regulations.
- We do urge interested parties to continue to check www.healthcare.gov as new regulations are issued that affect policies issued here in Florida.

DEPARTMENT OF CHILDREN AND FAMILIES: Laurie Blades - written reports attached at end of summary notes

AGENCY FOR PERSONS WITH DISABILITIES: - No Representation

AGENCY FOR HEALTH CARE ADMINISTRATION: Gail Underwood – written report attached at end of summary notes

AGENCY FOR WORKFORCE INNOVATIONS: Amanda Moore reported on the name change for the Agency. The new name will be Department of Economic Opportunity. The Office of Early Learning will now be a separate entity. Email address will be Firstname.lastame@ael.myflorida.com and will be located in the lottery building - written report at end of summary notes

STATE LEGISLATURE: No Representative

HEAD START AND EARLY HEAD START: Karen Hartz – Early Head Start expansion slots are funded until March 2012. More information to come

MEMBER UPDATES: None.

MEETING ADJOURNED

FICCIT QUARTERLY MEETINGS 2012

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