



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIRECTOR'S OFFICE  
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## Minutes

**Name of Organization:** Nevada Early Intervention Interagency Coordinating Council (ICC)

**Date of Meeting:** January 19, 2018

**Meeting was held via video conference at the following location:**

Nevada Early Intervention Services (NEIS) – South  
1161 S. Valley View  
Las Vegas, Nevada

Nevada Early Intervention Services (NEIS) – Northeast  
1020 Ruby Vista Drive, Suite 102  
Elko, Nevada

Nevada Early Intervention Services - Northwest  
2667 Enterprise Road  
Reno, Nevada

**I. Call to Order, Roll Call and Introductions**

Co-Chair Lisa Cridland called the meeting to order at 9:20 a.m. A quorum of the members was present; the meeting proceeded as scheduled.

**Members Present:** Jason Adams, Dawn Brooks, Lisa Cridland, Janina Easley, Ashley Greenwald, Aimee Hadleigh, Robin Kincaid, Sandra LaPalm, Daina Loeffler, Sherry Manning, Yvonne Moore, Christine Riggi, Karen Shaw, Jenna Weglarz-Ward, Sherry Waugh, Claribel Zecena

**Members Absent:** Yasodara Cabrera, Karen Shaw, Reesha Powell, Kimberly Everett, Ben Kieckhefer, Jack Zenteno, Rhonda Lawrence

**Special Guests:** Evelyn Dryer, Nevada Home Visiting

**Public Attendees:** Marty Elquist, The Children's Cabinet and ECAC; Jennifer Frischmann, ADSD Quality Assurance; Sarah Horsman, The Continuum; Randi Humes, NEIS South (S); Janice Lee, Nevada Technical Assistance Center on Social Emotional Intervention for Young Children (TACSEI), Marcia Sarratea, ADS Quality Assurance; Megan Wickland, ADSD Quality Assurance; Julie Ortiz, Advanced Pediatric Therapies (APT)

**Part C Staff Present:** Brenda Bledsoe, Dan Dinnell, Shari Fyfe, Mary Garrison, Edie King, Iandia Morgan, Melissa Slayden, Heike Reudenauer

**II. Public Comment**

Sherry Manning thanked the council for allowing her to be a part of a great council. Ms. Manning announced that this will be the last meeting that she will attend as she is retiring on April 6, 2018. Ms. Manning informed the group the Kari Horn will be taking her place on the council, and her paperwork had already been submitted to the governor for appointment.

**III. Approval of the Minutes from the November 9, 2017 Meeting**

Ms. Cridland asked for any comments or corrections to the minutes. The following corrections were noted:

- Jenna Weglarz-Ward was not in attendance and needed to be added to the 'Members Absent' section.

**MOTION:** Accept the minutes as presented.

**BY:** Claribel Zecena

**SECOND:** Ashley Greenwald

**VOTE:** PASSED

**IV. New Member Biographies**

**a. Daina Loeffler, 619 Coordinator, Nevada Department of Education**

Daina Loeffler introduced herself to the council. Ms. Loeffler explained that she is new to her department and started in November 2017, filling Sherry Halley's position as the 619 Coordinator. Ms. Loeffler stated that she comes from Clark County School District. Ms. Loeffler explained that she has taught pre-kindergarten through young adult general and special education.

**b. Jennifer Frischmann, Deputy of Quality Assurance, Aging and Disability Services Division (ADSD)**

Jennifer Frischmann introduced herself to the council. Ms. Frischmann explained that she is with Aging and Disability as the Quality Assurance Manager. Ms. Frischmann has been working for the state of Nevada since 2003 where she has held positions in the Division of Welfare and The Division of Healthcare Financing. In October 2017, Ms. Frischmann moved to Aging and Disability Services.

**c. Rhonda Lawrence, Children's Mental Health Services, Division of Child and Family Services**

Rhonda Lawrence was not in attendance, therefore was unable to provide a brief biography.

**V. Review, Discuss, and Approve the State Performance Plan (SPP)/Annual Performance Report (APR) that is due to Office of Special Education Programs (OSEP) February 1, 2018; ICC APR for Submission to Governor's Office**

Brenda Bledsoe referred the group to the Federal Fiscal Year 16 (FFY16) State Performance Plan and Annual State Plan information provided in the handouts and explained that the state is required to have a six-year plan where each year we report on the indicators established by the Office of Special Education Programs (OSEP). Ms. Bledsoe stated there is a total of 10 indicators. Indicator one (1) says that the state target is 100% for timely services. Ms. Bledsoe stated that indicator two (2) reflects on one of the main components in Early Intervention Services regarding natural environment. Ms. Bledsoe explained that the results of indicator two (2) show the percentage of children that received the majority of their services in a natural

environment. The data presented revealed that the percentage of children receiving the majority of their services in a natural environment for FFY16 was 98.64%. Ms. Bledsoe discussed indicator three (3), which measures child outcomes and showed that we had very good performance as a state. Ms. Bledsoe explained in indicator 1A we measure the system performance, rather than child performance. Ms. Bledsoe reviewed indicator four (4) which measures family outcomes based on the annual family survey and shows that performance is stable with improvements in several areas. Ms. Bledsoe pointed out that in outcome B for indicator four (4), we showed improvement, but did not meet the target. Ms. Bledsoe also shared that in the shared data, under ethnicity, there was a low return rate for the Hispanic population. Ms. Bledsoe explained the targets for indicator five (5) and six (6) are based on standards set by OSEP of 1% for birth to one (1) and 2% for birth to three (3) of children with an active IFSP. Based on the information provided, there was a slight improvement for indicator five (5) and a slight decline in the numbers for indicator six (6). Ms. Bledsoe explained indicator seven (7) is the measure in how quickly the state evaluates children and completes the IFSP. This is called the 45-day timeline, which is a federal standard that requires 100% compliance. Based on reporting for this indicator, of the 3,269 children, 3,176 received their IFSP within the 45-day time period. Of the ninety-three children that did not meet the 45-day timeline, eighty-nine were delayed due to family circumstances. Ms. Bledsoe advised the group that if they wanted reporting that shows specifics regarding the 45-day timeline for each program, they can be requested from the Part C office, as well as viewed on the state website 120 days after the report is submitted. Ms. Bledsoe explained indicator eight (8) and how it has three (3) components regarding transitioning out of Part C. The first component, which is evaluated through program monitoring, examines the number of children who had a transition plan in their Individual Family Service Plan (IFSP) that was on time with all the required components. It was noted that there were corrections from the previous year, which is required when noncompliance is found. Ms. Bledsoe explained that standards set by OSEP require that noncompliance be corrected as soon as possible, but no more than one year after the findings. Ms. Bledsoe indicated that there were three (3) findings in FFY15, two (2) of which were corrected within a timely manner. Ms. Bledsoe informed the group that indicator 8b represents the data around the requirement to notify all school districts and the state Department of Education of all the children living within the school districts who will be exiting Part C. This requirement states that notices must be sent to the school districts and the Department of Education 90 days prior to the exiting child's third birthday. In this indicator, anything under 100% is considered noncompliance. Ms. Bledsoe ended with indicators nine (9) and ten (10) that deal with procedural safeguards. Ms. Bledsoe indicated that the Interagency Coordinating Council (ICC) must submit their report to the governor every year, which can either be the report that was presented, or the ICC can create their own. A certification of the report was created but required approval from the ICC to submit. Ms. Manning made a motion to accept the report as presented. Ms. Manning also indicated that she would like for a more user-friendly report to be created for next year's report. Janina Easley asked that they have more time to review the fifty-two-page report. Robin Kincaid voiced her concerns about waiting a year to make the report more user friendly. Mr. Kincaid indicated with a legislative session in 2019, she believed it would serve the group better to have a more user-friendly report that gives more detail regarding the ICC. Ms. Bledsoe advised the council that there are several templates available for the future reports, but a decision would need to be made today.

**MOTION:** Accept the report as presented to be submitted to the Governor.  
**BY:** Sherry Manning  
**SECOND:** Claribel Zecena

**ABSTENTION:** Robin Kincaid and Jenna Weglarz-Ward abstained as they preferred that the report be sent in a different format.

Ms. Bledsoe closed by asking if the council approves of Sherry Waugh signing the certification form on behalf of the council which they agreed upon.

## **VI. Featured Program**

### **a. Nevada Maternal, Infant, and Early Childhood Home Visiting Program Evelyn Dryer, Health Program Manager, Bureau of Child, Family and Community Wellness.**

Evelyn Dryer introduced herself as the program manager for the Nevada Home Visiting Program which serves expectant mothers and families with children. Ms. Dryer explained that there are nine (9) programs statewide, with four (4) different evidence-based models across the state. Last year the program acquired the Yerington Paiute Tribe. Ms. Dryer explained that one of the programs is Home Instruction for Parents of Preschool Youngsters (HIPPPY), which serves children three to five, and is offered in Washoe, Elko, Nye, and Clark County. Another program offered is Early Head Start in Washoe, Clark, and Elko County. Ms. Dryer also discussed a program called Nurse Family Partnership, which serves expectant mothers, and then the family until that child is two (2) and is offered in Clark County. Ms. Dryer explained that Nevada Home Visiting applied for a grant to expand the Nurse Family Partnership in Las Vegas to double the capacity of what it is now. Another program that Ms. Dryer discussed was Parents and Teachers, which serves expectant moms and families with children up to Kindergarten. This program is offered in Lyon and Carson City County, as well as the surrounding rural areas. Nevada Home Visiting hopes to expand this program to Churchill County. Ms. Dryer advised the council that her hope for the future is to develop a warm hand-off with Early Intervention Services in each of the communities that have home visiting services. Ms. Dryer explained that Nevada Home Visiting is in place to help the families of children develop goals and life skills. Ms. Dryer explained that longitudinal studies show the return on investment for home visiting programs is three (3) to six (6) dollars for every one (1) dollar invested. Ms. Dryer referred the group to the handouts that explain the programs offered in more detail, as well as phone numbers for questions and referrals. Ms. Dryer explained the priorities for services is low income and children in homes with substance abuse, regardless of age. Ms. Dryer stated that their brochures are being reordered and would love to hear from the group about the where they can distribute their information. There was a comment in the Las Vegas office referring to a document that was developed in the Department of Health and Human Services, as well as the Department of Educations that discussed the benefits of a collaboration between IDEA Part C and Home Visiting programs. It was asked whether they have a waiting list, and Ms. Dryer stated that they do in some areas, but they have openings in Elko and Washoe County. Ms. Dryer ended by discussing the hopes of expanding the funding for Nevada Home Visiting.

## **VII. Reporting on the Screening and Monitoring (SaM) Program**

Randi Humes introduced herself and informed the council that they would be reviewing the Early Intervention screening and monitoring data for FFY17. Ms. Humes stated that the data is specifically designed around children referred starting July 1, 2017. Based on the report 263 children came to the screening and monitoring process. Of those, 67 were referred to IDEA Part C through the SaM program. The total number of children initiated as a Part C referral, and then placed in SaM, were 29. Ms. Humes stated that there were 122 children that have exited SaM, with 45 still in the program. Ms. Humes informed the council that only 4% of the referrals to IDEA Part C are through SaM. Ms. Humes explained the regional differences between the north and south, and how the north maintains a very close relationship between the Neonatal

Intensive Care Unit (NICU) and Early Intervention. Ms. Humes referred specific questions regarding the process of referrals to the individual programs between the north and south.

## **VIII. Report on Conferences Attended Since Last Meeting**

### **a. Zero to Three, San Diego**

Edyth King spoke about the Zero to Three conference in San Diego that her and several others from the state had the opportunity to attend. Ms. King spoke about the 3000 attendees and the array of seminars that her and the other participants were able to partake in, some of which included information on multi-cultural and multi-generational services. Claribel Zecena spoke about her experience at the conference and how it made her appreciate the good job that her program is doing within the state.

## **IX. Early Intervention Services Report**

### **a. ASD Quality Assurance, Children's Services**

Megan Wickland introduced herself and discussed the Quality Assurance process within ASD. Ms. Wickland spoke about the standard of services document and the information that they used to develop their standards when reviewing programs. Ms. Wickland referenced the Division for Early Childhood (DEC) best practices and developmental service tools. Ms. Wickland referred the council to the report that was provided. The report provided was started in 2015, and includes information collected from reviewing the different programs. Ms. Wickland stated that all the programs received either an A or B, which determined the length of their provider certification. Ms. Wickland explained that a grade A gives the program a three-year certification, a B gives a two-year certification, and a C gives a one-year certification. Ms. Wickland explained that for the medically fragile population, nine (9) of the twelve programs were reviewed and received a 97%. Ms. Wickland explained that they are now working on developing evidence-based practices and quality competencies to start conducting quality reviews in addition to the provider certification. Landia Morgan asked if the programs that were reviewed to serve medically fragile children had the same four areas analyzed. Ms. Wickland indicated that there is a separate option for that certification. Ms. King asked how they calculated the accuracy in billing. Ms. Wickland stated the areas that were reviewed were if the organization has an effective system and procedure for submitting billing statements that requires backup documentation. The organization has well developed monitoring contracts and stopping numbers that meet authorized case management ratios and supervision needs. Also, that the organization has a system in place to protect against duplicate billing outside of the agency service delivery system. Ms. Kincaid asked if the 100% under billing indicated that every Medicaid service was billed. Ms. Wickland said, no, it only looked to see if they have policies and procedures around submitting their billing on time. Ms. Kincaid asked what the next steps are once a program is evaluated. Ms. Wickland stated that their team reviews the data and provides training and technical support for areas that needed improvement. Ms. Frischmann informed the group, in an effort to save time, she would like for everyone to review the provided report and reach out to Ms. Wickland or herself with any questions or concerns.

### **b. Early Intervention Program Highlights/Updates – Informational Only**

Quarterly Program highlights and updates were distributed.

## **X. Update on the Nevada Parent Advocacy Initiative**

Aimee Hadleigh discussed the support groups, and how they are going really well. Ms. Hadleigh stated that there are two, one that meets every month and is hosted by Carol from the JUSTin Hope Foundation at Sierra Nevada Chocolate company where she makes treats for the parents. The second group is at Grace Church and is a faith-based group which is open to anyone. Ms.

Hadleigh stated that they meet every 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month. Ms. Hadleigh shared that they started a Facebook page. Ms. Hadleigh stated that these groups are very general support groups where people have kids with all different ages, needs, and family structures. Ms. Hadleigh said it is good to hear from other parents about the behavioral issues they encounter as well as the struggles that causes in the community. Ms. Hadleigh shared that behavioral issues and the struggle families have with finding resources is a topic that is brought up regularly within their groups. Families are being turned away from services because their children are high functioning, but struggle with behavior. The topic of children being expelled from schools or removed from preschool facilities due to behavioral issues is of concern. It was shared that there are regulations in place around expelling children with disabilities. Christine Riggi stated that one of the issues that she is seeing, is that the schools and teachers do not have the resources or training to deal with children with behavioral issues.

## **XI. ICC Committees – Reports on Activities**

### **a. Family Support Resource Subcommittee**

Ms. Riggi informed the council that the minutes from their last meeting were in the packet for everyone to review.

### **b. Child Find Subcommittee Report**

Ms. Waugh spoke about the Child Find Subcommittee and stated that they have had tremendous support from the IDEA Part C Office. Ms. Waugh shared that they are seeing the different activities that are happening statewide, so it is evident that there are people out and about informing the public.

### **c. Public Awareness Projects**

#### **i. “What is the ICC?” Draft Brochure**

Claribel Zecena informed the group that the Public Awareness Projects committee had several items for the council to review. First Ms. Zecena addressed the brochure that was drafted. Ms. Zecena also discussed a questionnaire the group had drafted to distribute to the programs to get a projection on the number of calendars needed as well as other outreach ideas. Ms. Kincaid asked who they should contact regarding edits to the brochure that was distributed. Ms. Zecena referred all edits to Dan Dinnell. Janina Easley advised the council that their group was seeking approval from the ICC to distribute the questionnaire regarding calendar distribution and other outreach options. It was concluded that the IDEA Part C office would distribute the survey, so the Public Awareness Project committee can gather the data and provide additional information in the next ICC meeting.

## **XII. Part C Information Reports**

### **a. OSEP Differentiated Monitoring and Support Engagement Decision Notice**

Ms. Bledsoe stated that there are two handouts. One is OSEP in a purple band at the top of the paper then there’s another one this is monitoring and support system. Ms. Bledsoe stated that OSEP issued a letter to the state, which is explained more within the handouts. Ms. Bledsoe stated that they identified the areas in which they have questions, which are data quality/data collection and the evaluation plan. Ms. Bledsoe informed the council that this is specific to the State Systemic Improvement Plan (SSIP) and the SSIP activities. Ms. Bledsoe stated that the Part C office has a call with OSEP the following Monday to review strategies.

### **b. Complaint Matrix**

Ms. Morgan discussed the complaint matrix and reviewed the complaints filed in 2017. A complaint with ISS Baby Steps where there was failure to review the IFSP and provide

service coordination was resolved through focused monitoring and training. This complaint remained open as a corrective action plan had not yet been received by the Part C office. The next complaint discussed was for Kideology, regarding failure to provide services on the IFSP. Ms. Morgan stated that compensatory services were offered but declined by the family. Ms. Morgan addressed a complaint for Nevada Early Intervention Services (NEIS), South, where there was failure to provide appropriate evaluation and timely scheduling of service. This complaint remained open as the updated program policy had not yet been received. Ms. Morgan discussed a complaint for NEIS, Northwest, where there was failure to provide services on the IFSP in a natural environment. The environment in questions was a specific gym, whom the program has redone their agreement with. The final complaint Ms. Morgan discussed was for Kideology, which was still under investigation as a new complaint.

**c. ICC Budget Report**

Ms. Bledsoe shared the ICC expenditures with the group. Sherry Manning asked about the lack of funds the report showed. Ms. Bledsoe stated that the additional funds come directly from Part C.

**d. Update on Data System Project**

Tiffany Smith discussed the contract for the new data system and how it was rejected, and an RFP was being requested, which is being reviewed now. Ms. Smith explained that a panel is in place to review the applications that are submitted, and the hope is to have the project started in less than six (6) months.

**e. TACSEI-EI Training Outline**

Janice Lee indicated that she is completed make up training session and the groups will be meeting twice a month going forward.

**f. Introduction of Part C Office Intern**

Heike Ruedenauer-Plummer was introduced to the group as the IDEA Part C intern that will be working with the Part C office until May 4, 2018.

**g. 2017 Family Survey Report**

Ms. Bledsoe discussed the work being done on the family survey and that in the last meeting it was decided that the Part C office would be conducting a pilot to gather feedback from families. The pilot families were chosen by each program, and the purpose was to have them review the questions on the survey and provide feedback. Another outcome from the last meeting was the group the questions into categories. Ms. Bledsoe stated that the plan was to have the data available to provide at the next ICC meeting.

**h. Workgroup Activity**

**i. Evidence-Based Practice Module on Early Intervention Practices to Evaluate and Support Infant-Toddler Social-Emotional Development**

Shari Fyfe shared with the council that the group has been meeting on a regular basis since October 2017, with a plan to complete the module by March 2018.

**ii. Part C Annual Family Survey Instrument and Process**

This item was discussed in detail in item XIIg.

**iii. Personnel Policies for Individuals Providing Services to Infants and Toddlers Who Are Deaf and Hard of Hearing**

Ms. Bledsoe stated that out of that complaint we found that our early intervention policies that were put in affect in 2013 in our personnel section did not address what the requirements would be for children that are deaf and hard of hearing. Ms. Bledsoe stated the complaint was around the issues that the providers delivering the services were not qualified. Ms. Bledsoe explained that there was no measurement around qualification. Ms. Bledsoe informed the council that the group had one meeting, but the meeting was very difficult because of the technology. Ms. Bledsoe

stated that they did look at how some states are handling qualifications and that Part C is working closely with the group as this is an important issue.

**i. Review and Discuss Data Reports**

**i. Delayed Services Report for January**

The delayed services report was provided to the council.

**ii. State Fiscal Year (SFY) 2017 Year End and SFY2018 First Quarter Data**

The State Fiscal Year (SFY) 2017 Year End report was provided. However, the first quarter data had not been completed to report on.

**XIII. Consider Agenda Items for the Next Meeting**

- a. Clarification of billing of Medicaid
- b. Public Awareness Brochure approval and review of survey
- c. ECAC Update
- d. Policies and Procedures for Multidisciplinary Team Assessments
- e. Conference on Research Innovations in Early Intervention (CRIEI) Update
- f. ICC Strategic Planning

**XIV. Schedule Future Meetings**

- a. April 19, 2018 – Annual Face-to-Face Meeting, Las Vegas Urban League
- b. July 2018

**XV. Public Comment**

Marty Elquist, the director of the Children’s Cabinet, stated in June 2016 The Children’s Cabinet entered a new planning cycle. The first thing they looked at was the structure of their council to make sure it was really the structure they needed to build a truly comprehensive early childhood system. Ms. Elquist stated they used the Natural Institute of Medicine report on transforming the work force and found t their structure was not going to get them where they wanted to be. The council decided to restructure so they could have strategies and objectives in three (3) primary areas of health, early learning, and family and communities. Ms. Elquist stated they voted on those subcommittees and started the planning in March 2017. Ms. Elquist shared they received an opportunity for the WK foundation to fund the planning and the last final draft of the plan will be presented on February 1<sup>st</sup> in Las Vegas in a face to face meeting. Ms. Elquist asked if possible, to please attend.

**XVI. Adjournment**

The meeting was adjourned at 12:55 p.m.