



MEETING MINUTES

Nevada Early Intervention Interagency Coordinating Council (ICC)

April 30, 2024, 1:00 pm

Meeting Location:

This meeting was held virtually via Microsoft Teams

MINUTES

I. Call to Order, Welcome, and Announcements

Chair, Jenna Weglarz-Ward, welcomed all on the call. A quorum of members was present, and the meeting was called to order at 1:05 pm.

Members Present: David Cassetty, Julie Dame, Sarah Horsman, Lisa Hunt, Robin Kincaid, Sandra LaPalm, Brittany Toth, Jenna Weglarz-Ward

Members Absent: Assemblywoman Tracy Brown-May, Amy Hendrickson, Rhonda Lawrence, Janice Lee, Catherine Nielsen

Public Attendees: Janet Alexander, Capability Health and Human Services (CHHS); Christa Allen, Therapy Management Group (TMG); Dana Aronson, Theraplay; Abbie Chalupnik, Aging and Disability Services (ADSD); Karen Frisk, NEIS Rural Frontier; Catherine Guzy, NV Department of Education; Andre' Haynes, Armed Forces Chamber; George Hernandez, ADSD; Jennifer Lagana, The Arc Nevada; Marnie Lancz, TMG; Jennifer Loiacano, TMG; Elyse Monroy-Marsala; Betsy Newman, NEIS Reno; Julie Ortiz, TMG; Danielle Race, NEIS Las Vegas; Rique Robb, NEIS; Jessica Roew, NEIS Rural Frontier; Sabrina Schnur, Debra Stewart, MD Developmental Agency; Fatima Taylor, NEIS Las Vegas; Lindsey Wood-Lopez, NEIS Las Vegas; Phone Attendees: 702-818-0264, 216-409-4006, 702-241-8505, 702-302-2266, 702-759-2849

Part C Office Attendees: Mary Garrison, Jennifer Kellogg, Jalin McSwyne; Maya Raimondi, Pamela Silva, Melissa Slayden

II. Public Comment

Jenna Weglarz-Ward stated, if anyone has public comment, please go ahead and raise your hand or make a comment in the chat. Hearing none, I will move forward with the approval of minutes from December 6, 2023, and January 29, 2024.

III. Approval of the minutes from December 6, 2023, and January 29, 2024, Meetings (For Possible Action)

Mary Garrison shared that the council would only be able to approve the January 29, 2024, meeting minutes as the December 6, 2024, minutes are not complete. Jenna Weglarz-Ward stated, for item number three (3), we will just be approving the minutes from January 29, 2024, and I will entertain a motion to approve the minutes. They are included in the packet and available on the Part C website.

Robin Kincaid asked to have page four (4), paragraph two (2), corrected to say SOGI instead of soggy.

MOTION: Robin Kincaid

SECOND: Brittany Toth

PASSED: Unanimously

IV. Letter for the Department of Health and Human Services, Directors Office, with Suggested Script to Present Questions Regarding Nevada Revised Statutes (NRS) 239B.022-239B.026 for the Early Intervention Population (Information Only)

Co-Chair, Jenna Weglarz-Ward, shared the letter that she wrote to share with the Directors Office asking that SOGI information not be collected for the Early Intervention population, or that they use the suggested script when requesting this information during intake.

Brittany Toth requested a correction to add a quotation mark or remove. She also suggested changing the grammar to "I prefer not to disclose"

Melissa Slayden suggested adding IDEA to the section that references Part C.

V. ICC Subcommittees (For Possible Action)

Co-Chair, Jenna Weglarz-Ward, asked if any attending members would like to self-nominate themselves for any of the ICC Subcommittees. Jenna explained that the Child Find, Family Support Resource, and Equity Subcommittees are long term, and the New Membership and By-Law Subcommittees would be short term. Mary Garrison shared that she would create an interest survey for councilmembers and stakeholder to find out who is interested in positions within each subcommittee.

a. Child Find Subcommittee

1. Membership Confirmation

2. Chair Nomination (For Possible action)

-There was no interest from the council on chairing this subcommittee.

b. Family Support Resource Subcommittee

1. Membership Confirmation

2. Chair Nomination (For Possible action)

-Robin Kincaid self-nominated to be the chair of the Family Support Resource Subcommittee. Robin shared that she would recruit members, specifically parents.

-Julie Dame requested to be added to the Family Support Resource Subcommittee.

-Lisa Hunt is interested in being the co-chair.

MOTION: Sandra LaPalm

SECOND: Lisa Hunt

PASSED: Unanimously

c. Equity Subcommittee

1. Membership Confirmation

2. Chair Nomination (For Possible action)

-Co-Chair, Jenna Weglarz-Ward, asked if Andre' Haynes is still interested in co-chairing this subcommittee.

-Andre' would like to continue to co-chair and will be an active ICC member during the September 2024 appointments.

MOTION: Robin Kincaid

SECOND: Julie Dame

PASSED: Unanimously

d. New Membership Subcommittee

1. Create Membership Subcommittee to garner interest and review potential new members (For Possible action)

2. Chair Nomination (For Possible action)

-Brittany Toth self-nominated for the New Membership Subcommittee.

-Jenna shared that additional membership would be requested through the interest survey.

e. Ad hoc By-Law Subcommittee

1. Create ad hoc ICC By-Law Subcommittee to revise ICC By-Laws (For Possible action)

2. Chair Nomination (For Possible action)

-Robin Kincaid would like to be a participant on the By-Law Subcommittee.

VI. Aging and Disability Services Division Updates (Information Only)

a. Nevada Early Intervention Data System (NEIDS) (Information Only)

-Sarah Horman shared system went live December 3, 2023, with legacy systems only being accessed for past records and Part C monitoring.

-There are some identified issues with insurance payments.

-ADSD and the Part C office are still working with the vendor.

-Due to backend issues, there has been some backlog.

-Community Providers had issues with receiving Medicaid and private insurance reimbursements.

-ADSD and the Part C Office have a monthly Open Hours Meeting to address non-urgent issues and for Community Providers to receive answers to their questions. The same is done for State Programs.

-There have also been reporting challenges.

Sarah Horman stated, another thing I wanted to address that I know was a requested item, which is also under the Part C updates, I wanted to share on the ADSD side, how we're working to increase Medicaid revenue. On the service agreement side and with our state providers, we have made it a requirement that everybody is credentialed through the Council for Affordable Quality Healthcare (CQH), which is a centralized portal where providers must be credentialed by insurance and Medicaid and have to re-test every quarter.

We require that for state to check Medicaid enrollment every month to verify and update the NEIDS system.

On the state side, we require Developmental Specialists to update the electronic verification system every month and then to update NEIDS as required. We also issued the same requirement to Community Providers, and they were given the option of who would be the designated person to check for their program.

Every year we require Community Providers to sign our billing guidelines and to look at our scopes of work. We have been strengthening the language in that service agreement to ensure we're billing to full capacity.

ADSD has worked with Medicaid for years, and they have agreed for fee for service. They have removed the prior authorization requirement, so it's in line with what a lot of states have been doing and which they honor the IFSP as the prior authorization for Medicaid. That provides a lot of benefits to the family and to the program. We're still working with the managed care organizations, but we know that Medicaid has a plan to expand managed care organizations.

b. Process for closing Community Partners (Information Only)

- Fatima Taylor shared a high-level overview for the ADSD process of closing a Community Provider.
- Program closures are typically due to either a contract has expired with no intent to renew, the contract has been terminated, or the provider has chosen not to renew.
- ADSD assigns a closeout team.
- The closeout team will coordinate and collaborate with ADSD Children Services, Quality Assurance (QA) team, and the IDEA Part C office.
- QA contacts families to give them a choice in new program.
- Children are transitioned to new programs.
- Weekly meetings are conducted.
- Team reviews transfers with new program to ensure compensatory services are understood.
- State holds all physical records.

Robin Kincaid asked if this process is outlined in a written policy and how are the families notified that there's an impending closure of a program that's serving them?

- Fatima shared the process is outlined in the Service Agreement.
- Families are notified by phone call and written communication via email from the QA team.

Jenna Weglarz-Ward asked, in addition to the families, are there any processes involved that help providers transition to a new program?

- Lori Ann Malina-Lovell addressed this question.
- The Part C Office offers leaving staff assistance in locating hiring providers and sharing resumes and letters of recommendation.
- The program that is closing out, they still will need to do their invoice process for their final months or weeks of providing services in our system.
- Part C does the final payment from our federal funding to reimburse.

c. Early Intervention In-Person and Telehealth Report (Information Only)

Due to staff shortages on the Management Analyst team, this report was not provided.

- Providers are required to disclose to ADSD if Telehealth is the only form of Service Delivery.

d. Early Intervention Program Highlights (Information Only)

Written program updates were provided to the council.

VII. Nevada Early Intervention Professional Development Center (Information Only)

Lori Ann Malina-Lovell and Maya Raimondi shared an update. An update regarding the DEC Conference presentation will be provided during the fall ICC meeting.

a. Cohort One Graduation (Information Only)

- b. **Nevada Early Intervention Professional Development Center Conference Presentations (Information Only)**
 - 1. **Aging and Disability Services Division (ADSD) Conference 2024**
 - 2. **Future Conferences**
- c. **Sustainability (Information Only)**
- d. **Evaluation and Outcomes (Information Only)**

VIII. IDEA Part C Information and Reports (Information Only)

a. Project Assist Updated Log (Information Only)

Mary Garrison shared the new log and asked the council to send any feedback before the launch on May 1, 2024.

b. Complaint Log (Information Only)

The complaint log was shared by Landia Morgan. Two (2) new complaints were noted.

-Lori Ann shared that the Office of Special Education Programs (OSEP) advised our state to follow the Dispute Resolution process that Nevada's Part B office completes in relation to the sharing of complaint information on their website.

c. State Fiscal Year (SFY) Quarter One (1) and Two (2) Yellow Bar Report (Information Only)

Melissa Slayden shared an update on the first quarter of the Yellow Bar Report. The second quarter was not available due to reporting issues in NEIDS.

Robin Kincaid asked if we should share with families that our data is not reliable, so if they are not receiving services, they need to exercise their parent rights?

-Sarah Horsman shared that the information is reliable, it is the reporting that has been difficult to produce.

Robin shared her concern that without the ability to provide this data, it impedes the council's ability to assist the system where it is needed.

Due to loss of quorum, a motion was requested by co-chair, Jenna Weglarz-Ward, to end the meeting.

MOTION: David Cassetty

SECOND: Robin Kincaid

PASSED: Unanimously

Meeting was adjourned at 3:00 pm. A survey was provided to council members to schedule the next quarterly meeting and ICC Strategic Planning Retreat

d. Medicaid Recoupment in Early Intervention (Information Only)

e. Part C Determination Letter and Response (Information Only)

1. Process for Finding of "Needs Assistance"

f. Early Intervention Delayed Services (Information Only)

g. 2024 Annual Family Survey (Information Only)

IDEA Part C Office Staff

IX. Public Comment

(No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item. To provide public comment telephonically, dial 1 775-321-6111. When prompted to provide the Meeting ID, enter 45659548#. Comments will be limited to five (5) minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name and provide the secretary with written comments.)

- X. Schedule Next Quarterly Meeting/Retreat (For Possible Action)**
- a. Possible dates: Week of August 12, 2024, August 19, 2024, September 2, 2024, September 9, 2024
 - b. Topics: DMS Monitoring Report from OSEP, Health Management Associates ADSD System Study Results, APR targets
Jenna Weglarz-Ward, Ph.D., ICC Chair
- XI. Adjournment**
- Jenna Weglarz-Ward, Ph.D., ICC Chair*