



**DEPARTMENT OF
HEALTH AND HUMAN SERVICES**
DIRECTOR'S OFFICE
Helping people. It's who we are and what we do.



DRAFT MEETING MINUTES

Nevada Early Intervention Interagency Coordinating Council Meeting Agenda

Thursday, March 6, 2025, 1:00 pm

Meeting Location:

This meeting was held virtually via Microsoft Teams

1. Call to Order, Roll Call, and Announcements:

Jenna Weglarz-Ward, ICC Chair, welcomed all on the call. A quorum of members was present, and the meeting was called to order at 1:01 pm.

Members Present: Catherine M. Neilsen, Brooke Yarborough, Monica Schiffer, Robin Kincaid, Savannah Celestino, Janice Lee, Sarah Horsman, Julie Dame, Rique Robb, Anita Kelly, Amy Hendrickson, Jenna Weglarz-Ward

Members Absent: Assemblywoman Tracy Brown-May, Dana Aronson, Cate Guzy, David Cassetty

Public Attendees: Abbie Chalupnik, ADSD; Amy Zadorozny, ADSD; Christa Allan, TMG; Crystal Duarte, Public; Jessica Roew, ADSD; Katie Pfister, ADSD; Linda Anderson, Public; Marnie Lancz, TMG; Nathan K. Orme, DHHS; Sheila Garner, ADSD; 1 (702) 302-2266, Public

Part C Office Attendees: Horidaleth Castro Vazquez, Iandia Morgan, Jalin T. McSwyne, Jennifer A. Kellogg, Lauren Anne Roscoe, Mary Garrison, Maya Raimondi, Melissa L. Slayden, Pamela Silva, Ryan Perkins, Elizabeth Newman

Melissa L. Slayden with the IDEA Part C office welcomed Elizabeth Newman as the Part C Office's new Office Coordinator.

2. Public Comment:

Jenna Weglarz-Ward asked if anyone had any public comment they would like to give.

Catherine M. Neilsen shared that there is a letter circulating via e-mail from the disability community regarding potential cuts to Medicaid. It is not lobbying, it is not asking to vote one way or another, it is simply stating if there are cuts to Medicaid, these are what the anticipated impacts would be.

3. Review and approval of minutes from the meeting held on December 3, 2024. (For Possible Action)

Jenna Weglarz-Ward, ICC Chair, entertained a motion to approve the minutes for the December 3 meeting.

MOTION: Sarah Horsman motioned to approve the minutes as presented.

SECOND: Catherine Nielsen

4. Introduction of New ICC Members (Information Only)

Jenna Weglarz-Ward, ICC Chair, welcomed and introduced new ICC Members listed below. The council has been working really hard on trying to fulfil all memberships on the council.

- Brooke Yarborough, Division of Welfare and Supportive Services
 - First official meeting since being on the committee.
 - Lives in Reno, works in Carson City.
- Monica Schiffer, Division of Health Care Financing and Policy
 - Has been with agency since 2016.
 - Also, up in Northern Nevada.
- Dana Aronson, Theraplay Solutions
- Anita Kelly, Division of Child and Family Services
 - Been with the division since 2013.
- Savannah Celestino, Parent
 - New parent representative.
 - Has two kids, oldest is three (3) and just exited EI (Early Intervention).
 - Son is deaf and has Cochlear implants.
 - From Las Vegas.

Jenna Weglarz-Ward also announced that the council is still looking for members, if anyone on the council knows of good people, especially family members, the council is doing specific outreach to family members. Feel free to share information or connect them to myself or Mary Garrison for more information about membership.

5. Discussion and approval of ICC Annual Agenda (For Possible Action)

Jenna Weglarz-Ward presented the annual agenda for the ICC for each of the 6 meetings per year as discussed last meeting. Each meeting will have additional items on the agenda aside from the ones listed as standing items.

- Take state reports and split them in half, will talk about them every other month.
- Will get that information every other meeting about those items or as needed.
- Also have the subcommittees which will be discussed today.
- Subcommittees will also be discussed in the half and half style as the state reports, and each meeting the subcommittees will report on what their activities are and any needs, guidance, or feedback that they need.
- Two (2) opportunities that the council will discuss later for potential travel or other professional development for the council members.
- Planned out when we will discuss major things happening. For example, the budget, Family Outcomes Survey, and the Annual Report Survey.

Monica Schiffer shared that she does not have the dates shown on the agenda and that this is her first meeting with the council. She asked if the council normally sends out a hold or if she should be holding as she does not have any holds on her calendar for these meetings.

Jenna Weglarz-Ward responded stating that, that are holds that are sent out on the calendar.

Mary Garrison then added that she's had the directive from the director's office to do the meeting planning a bit differently when she shares these invites, which has caused issues with the chat as well as with trying to send the invites. She will be meeting again with the individual giving her this guidance as they would like the invites to

be sent through a Teams link and have everyone individually add it to their calendar versus sharing with everyone directly from her Outlook calendar, as she used to. Will work on getting this updated and posted on the ICC website to include the list of meetings with links for the year and then everyone on the council can add them to their calendars from there.

- If anyone on the council cannot attend a meeting, please let the chair know.
- Meetings are the third Wednesday of every other month at 9 am.
- Opposite schedule of the Early Childhood Advisory Council meetings.

Jenna Weglarz-Ward also mentioned that it is her job as Chair of the council with support of Mary to work with anyone to prepare in advance for these standing agenda items and any emergent agenda items that come up. For example, subcommittee chairs, we'll work with you on that report. The council will also be adding in program highlights and family stories as well.

- Subcommittees can meet as much as they want but would be meeting in between the full council meetings.
- Are in a strategic planning process with the council to help the council learn the best practices in running an ICC and understanding what are things that are going well and what are some barriers to participating in the council and fulfilling the council's role to advise and assist the early intervention system and to support membership.
- May be activities outside of these meetings for the council, once days have been identified. Will get those to you as soon as possible.

Monica Schiffer asked if the annual agenda schedule is posted somewhere.

Jenna Weglarz-Ward responded stating, yes, it's in the meeting materials.

Melissa L. Slayden stated that, the council is a public body in the state and must follow Open Meeting Law and asked that council member contact Jenna or Mary directly and not to e-mail the entire ICC which would be considered ruling a meeting and everyone would be violating Open Meeting Law.

- Open Meeting Law training provided annually in the fall for new members; information will be provided to new members regarding Open Meeting Law.

Jenna Weglarz-Ward entertained a motion to approve the Annual Agenda to guide the council's work for 2025.

MOTION: Rique Robb motioned to approve the annual calendar.

SECOND: Janice Lee

PASSED: Unanimously

Robin Kincaid asked if the agenda could be amended to reflect the correct meeting date for the second meeting to be March 6, 2025.

Jenna Weglarz-Ward stated yes that can be corrected to reflect the correct date of March 6, 2025.

6. Selection of ICC subcommittee members and meeting dates (For Possible Action)

Jenna Weglarz-Ward shared information and opened discussion for selection of ICC subcommittee members and meeting dates.

- Survey was sent out a while ago which asked people for their preferences and commitments for the ICC subcommittees.

- Three (3) regular standing subcommittees and one (1) committee that is an ad-hoc committee which is the By-laws Subcommittee.
- Also asked if people would be interested in serving as co-chair for these subcommittees.
- Will be going through each subcommittee to confirm interest.
- Goal is to have at least one (1) chair for each subcommittee and that we have a beginning list of subcommittee members from our ICC members.
- Once we have that, Jenna will work with the chairs on a workflow and meeting cadence to help that work.
- Can have members on the subcommittees that are not members of the council.
 - Child Find subcommittee
 - Focuses on Child Find activities in the state.
 - Sarah Horsman selected as chair for this committee.
 - Family Support Resource subcommittee
 - Does lots of things.
 - Janice Lee volunteered to be co-chair for this committee.
 - Robin Kincaid volunteered to be co-chair for this committee.
 - Equity subcommittee
 - This subcommittee the council has not had for many years due to some staffing changes.
 - Abbie Chalupnik is the co-chair for this subcommittee, she is part of ADSD.
 - Need someone from the council to co-chair this committee.
 - Monica Schiffer volunteered to co-chair for this committee along with Abbie.
 - ICC Bylaws subcommittee
 - Catherine Neilsen stated she is interested in joining the Bylaws Subcommittee but wanted to know if the dates for those meetings were known yet or not due to Legislative Session. Jenna Weglarz-Ward responded stating the council would like all committees to start meeting in April.
 - Catherine Neilsen volunteered to join this committee.
 - Rique Robb stated she could be in the committee but not chair at this time.
 - Jenna Weglarz-Ward volunteered to chair this committee.
 - In theory a short-term committee, or ad-hoc committee to review the current bylaws

Melissa L. Slayden asked what the number for quorum for these subcommittees.

Jenna Weglarz-Ward responded stating that once she meets with all the chairs, the Part C Office will receive an email from her about times for everyone to meet or meet individually if needed. The subcommittees do not have a size limit requirement; however, quorum is important and is still 50% plus one (1) person on the committee.

- People outside of the council join these subcommittees, but want to keep the committees at a small, manageable size to meet quorum to continue with the work.
- Subcommittees will fall under Open Meeting Law.
- If anyone needs to step back from a committee, let the chair of that committee and Jenna know to be removed from the committee.
- Will revisit every 6 months and definitely annually.

Mary Garrison announced that the council will be losing Robin Kincaid and Rique Robb from the list in attendance today but do still have quorum so the council will be able to proceed with the meeting.

Jenna Weglarz-Ward entertained a motion to approve the chairs for the four (4) subcommittees.

MOTION: Catherine Neilson motioned to approve subcommittee chairs as listed above.

SECOND: Anita Kelly

PASSED: Unanimously

7. Discussion and updates for Aging and Disability Services Division (For Information Only)

Sarah Horsman shared information regarding Aging and Disability Services Division (ADSD) updates.

- Are in legislative session and are busy with a lot of different elements going on.
- 3208 is the ADSD budget account which took place on February 26 (twenty-six), and the remaining ADSD programs budget will be heard March 20 (twenty), which will also include the regional centers.
- Some budget proposals and asks from the Governor's recommended budget were discussed on the 26th (twenty-six), including working with the community of providers on the Office of Special Education Programs (OSEP) payer of last resort and Medicaid compliance in change of their fee for service payment model and what that will look like if the Governor's recommended budget is passed by the Legislature.
- Also discussed the proposal for the Part C office to move from the Director's office to ADSD.
- If passed, Part C would be overseen by the Quality Assurance and Compliance manager under ADSD to maintain separation from program and duties.
- Can view legislative sessions on YouTube.
- ADSD's sister agency, the Autism Treatment Assistance Program (ATAP) has had a change in some of their service model. Will now be able to see children who are on managed care on Medicaid MCO's.
- ATAP has seen an increase in referrals since the Department of Health and Human Services launched the No Wrong Door application referral system, which is the purpose of No Wrong Door, to increase referrals as people are applying and determining eligibility for Medicaid.
- Following several bills this session including: AB6 lead by ATAP, proposing to open up ATAP to provide evidence-based treatment for children under the age of 13 (thirteen) with fetal alcohol syndrome disorder.
- Senate Bill 257 with primary sponsor Senator Dr. Loop and is to provide a statewide standard so that essentially any provider who could diagnose in their scope of practice with their preferred assessment could do so and insurance companies would have to accept that.
- Bill AB177 wouldn't have much impact on early intervention but still looking at it. Would require current speech language pathologists who have a bachelor's level degree who are working in school district to take a licensure exam and those that did not pass would be demoted to paraprofessional positions.
- Bill AB212 is a virtual EI family engagement pilot program. I don't know much about the bill other than what is written but are following along and asked to give comment if it would impact out population.
- Bill AB169 which is expanding insurance coverage for children under the age of 18 (eighteen) who are experiencing stuttering as far as speech concerns.
- Also looking at bill AB230 which would allow licensed audiologist and speech language pathologist to practice in other states, including telehealth without needing additional license.
- Do have two (2) legislative liaisons through ADSD who their whole job is to follow different bills and legislation and tag us when needed to make comment or determine if there is a fiscal note.

Jenna Weglarz-Ward commented asking if Sarah would like to let the council know what the best process would be to look up or stay updated on the bills.

Sarah Horsman responded stating that, the Nevada Electronic Legislative Information System (NELIS) is the best way to follow live sessions to track bills. You can create an account, and you can track bills, topics, assemblies, and committees.

Jenna Weglarz-Ward thanked Sarah and apologized for the chat not working otherwise would be entered in the chat but if anyone has any questions, can always follow up with Sarah, Mary, and I or anyone on the council.

8. Discussion and updates for IDEA Part C Office (For Information Only)

Melissa L. Slayden along with other members of the Part C Office shared information regarding IDEA Part C Office updates.

- Complaint Investigation Log
 - Most currently closed complaint ended October 17, 2024.
 - The program is currently working on a corrective action plan for this complaint.
 - Four (4) areas of the Corrective Action Plan (CAP) are procedural safeguards, communication policies, procedures, and training. Of the four (4) areas, one (1) has been completed, three (3) areas are still in the process of being completed.
 - The program has until October 17, 2025, to complete those corrections.
- Project Assist Report
 - Gives a summary of the referrals.
 - Done on a quarterly basis to understand the types of referrals, where they're coming from, that type of information is being requested.
 - Calendar year, quarter one (1), includes January, February, and March.
 - SPOE on report, which is Carson, Reno, and NEIS South.
 - Do receive calls from people out of state, people in the public looking for employment or employment opportunities in EI, researchers, people looking for older child services (Part B), adult services, or other community resources.
 - Do also get hang ups or no contacts and unknown numbers.
 - This quarter did receive one (1) Katie Beckett inquiry.
 - Will have report for all of quarter one (1) when the council meets again in April.
 - Received a total of 42 (forty-two) calls in January, and 32 (thirty-two) in February.
 - Looked in the data system for referrals of children who specifically have it indicated as a Project ASSIST referral, includes all children for each calendar year by quarter.
 - Wanted to make sure the council had both sides of that information because a family or a physician may call into the Part C Office or one (1) or the other party may go directly to the SPOE office, so it depends on how quickly that child's information is entered into the NEIDS and whether or not that Project ASSIST referral gets in right before or at the same time as the physicians referral to SPOE.
 - Are active children in the system.
- Federal Fiscal Year 2025 IDEA Part C Grant Application and public comment period
 - Will be posted on the IDEA Part C website.
 - Required by OSEP to have a public comment period, please review the annual formula grant that will be posted.
 - Helps the Part C Office to show that we are getting stakeholder input.
 - Due in May, required to post in March.
 - Formula Grants from the Department of Education are not like other grants seen in the DHHS.
 - Activities that the IDEA Part C office is able to pay for include, ICC activities, Child Find activities, and any travel if we send ICC members to conferences throughout the year.
 - Comment period is to see what activities the public would like to see driven through that formula grant. Major portion of the grant goes to direct services for children.

- Would be an opportunity for people in the public and on the ICC to share opinions directly with the IDEA Part C Office about how the funds should be directed or what activities should be included.
- 2025 Annual Family Outcomes Survey
 - Survey Introduction Flyer
 - Annual Family Survey
 - Worked to make it more family friendly.
 - Want to make sure that we communicate to families what their information is collected for and how we report it, and what last year's data looks like.
 - Was included in the December and January meetings for Indicator 4 (four) data.
 - Stripped the indicator piece of that and left how families reported on the 2024 Family Survey.
 - Included two (2) family comments.
 - Want to know all of the ins and outs, not just the good information. Good information only gives a skewed sense of where things really are.
 - Prepared the cover letter in English and Spanish.
 - Cover letter did not get translated into any other languages this year.
 - English version will be going out to all families who are eligible to receive the survey.
 - To receive the 17 (seventeen) plus five (5) demographic survey questions, families must be active in the system during the time of the survey.
 - All materials have been received in the Part C Office now for preparing these and sending them out, this year will include NV Early Intervention bear temporary tattoos for the children.
 - Last year sent out just under 2,200, had bad addresses that ended up being just under 2,000 addresses that were good, and families received them. Only had a return rate of 8.4%.

Brooke Yarborough asked if the Part C Office would be interested in sending this out to their wrap around families.

Melissa L. Slayden asked what she means by wrap around families as that sounds like very specific Head Start.

Brooke Yarborough responded stating it is Head Start and Early Head Start programs.

Melissa L. Slayden stated that the cover letter can be sent out without the QR code. This is specific to families receiving Early Intervention for at least six (6) months this year, but getting information out to families is excellent. Receiving those can muddle the data that we received and then have to report to our federal partners.

Brooke Yarborough responded stating that they have lists that they can access to those families specifically and if the Part C Office is interested, she can help with that.

- Are required to look at the demographics of families answering these questions.
- Look at race, ethnicity, household income, number of people living in home, languages of families in the system, community in which the children live, and how long the family has been receiving services.
- This data that is collected, relate directly to Indicator 4 (four) for family outcomes.

- State Systemic Improvement Plan (SSIP) is used to drive improvements in the State Identified Measurable Results (SIMR). Child outcome data from Indicator 11 (eleven) is used for the SSIP and questions from the survey to support that data.
- Family Survey report affects report cards and determinations for each of the agencies throughout the state and affects the Annual Performance Report (APR) for statewide reporting.
- Have received formal complaints from these in the past.
- Currently struggling with finding a way to get the survey into ASL for those families whose primary language for instruction and used at home is American Sign Language.
- Annual Family Survey Timeline
 - Must have received at least six (6) months of continuous service at the time that they receive the survey in the current fiscal year, which is why we wait until January to pull the report and February and March to send it out.
 - Get sent out before the end of March.
 - Have four (4) to five (5) weeks to answer and return.

Mary Garrison commented stating that Robin Kincaid suggested that a question be added asking families if the parent had a disability as well. That did not make it on this year's survey but would love to incorporate that question in next year's survey.

- Provided online through SurveyMonkey.
- Did not send out post card this year but do have that cover letter.
- QR codes for English and Spanish and are looking to have QR codes for those other languages in the future.
- Report is not listed on the annual calendar but will make sure to have a Family Survey Report to share come end of summer.

Jenna Weglarz-Ward stated the Family Survey Report is listed on the annual calendar agenda in October but can be moved based on the results when ready.

9. Public Comment:

Jenna Weglarz-Ward commented that because this meeting was a couple weeks later than the previous meeting, the council will meet again in about six (6) weeks in April. Will follow up with all of the things talked about today, including anything to do activities in between meetings as needed.

No other public comment was made.

10. Adjournment

Jenna Weglarz-Ward, ICC Chair, adjourned the meeting at 2:36 pm and thanked everyone for their time.