



## ICC November 2020 Meeting Minutes

### MEMBERS ATTENDING

April Spaulding, Camila Gutierrez, Carmen Armenta, Autumn Bruton, Kathy Hughes, Felicia Juarez, Celina Waller, Paula Seanez, Marc Kolman, Christie Guinn, Dana Malone, Claire Dudley Chavez, Joanne Corwin, Julie Maner, Sophie Bertrand, Angelique Tafoya, Nikki Ornelas, Catherine Quick, Naomi Sandweiss (9:00 to 11:00), Justina Stewart

### PROXIES

Delores Hardin for Naomi Sandweiss (11:00 to 1:00)

### MEMBERS ABSENT

Janis Gonzales, Khaki Cooper

### OPENING

April Spaulding, ICC Co-Chair, welcomed ICC members and guests to the meeting. ICC members introduced themselves. Guests introduced themselves by putting their names in chat. Zoom meeting protocol was reviewed. **MOTION: Kathy Hughes made a motion to approve the meeting agenda. Celina Waller seconded the motion. There were no objections or abstentions. The motion passed.** Andrea Leon, outgoing parent representative, was thanked for her years of ICC service that included serving as the ICC parent co-chair. There were three candidates for the open parent position, Amanda Ortiz, Jennifer Ortiz, and Ceslie Thornton. Their letters of interest and resumes were emailed to the ICC prior to the meeting. Each candidate introduced themselves and talked briefly about their interest and qualifications. ICC members voted to select Jennifer Ortiz as the new parent representative. The parents who were not selected were thanked for their time and interest and encouraged to re-apply in the future.

There were also openings for an ICC Parent Co-Chair Elect and an ICC Provider Co-Chair Elect. Lula Brown applied for the Provider Co-Chair Elect position. Her resume and letter of interest were emailed to the ICC prior to the meeting. Lula introduced herself and briefly discussed her interest and qualifications. ICC members voted to elect Lula as the ICC Provider Co-Chair Elect. Lula is an ICC member and Co-Chair of the ICC Quality Committee. She is the director of ENMRSH's early childhood services and passionate about providing services to children and families. April Spaulding informed the ICC that no parent representative had applied for the open Parent Co-Chair Elect position. The position will be reposted in January and current ICC parent representatives will be encouraged to apply. ICC Parent and Provider Co-Chairs serve a four-year term. The primary responsibility of ICC Co-Chairs is to co-facilitate ICC meetings.

## **CONSENT AGENDA**

***MOTION: Kathy Hughes made a motion to approve the consent agenda which consisted of the June ICC meeting minutes, the September Retreat Minutes, and the ICC Financial Report. Felicia Juarez seconded the motion. There were no objections or abstentions. The motion passed.***

## **ICC PARENT PANEL**

Camila Gutierrez, ICC Parent Co-Chair welcomed Parent Panel members Mckenzie Grondel, Kelli Wisler and Tiffany Gallegos.

Mckenzie Grondel – Our 5 and 1/2-month old son has severe hearing loss and motor delays. Our virtual FIT services are very helpful, easy to coordinate and address what we want to accomplish. We love the services and appreciate how services are customized for our child and family.

Kelli Wisler – Our 2-year-old son, Ambrose, is the youngest of five children. He was born with an encephalocele, a heart defect and severe to profound hearing loss. Ambrose had heart and brain surgery in Houston before he was three weeks old and he has a G-tube. We began services in May and our early intervention team is very supportive. Virtual visits are easy to schedule. It would be better if the physical therapy and feeding therapy and deaf mentor services were in person. Our team wants the best for our son. Virtual visits with our team provide good ideas and creative things to do with Ambrose to support his progress.

Tiffany Gallegos – Our daughter is now 3 and ½. We began FIT services when she was five months old. She was born preterm, has rare genetic anomalies, and a moderate hearing loss. Her primary care physician referred her for feeding concerns. The feeding therapist referred us to early intervention services in Las Vegas. We recently went through transition via Zoom. Zoom meetings can be hard and confusing although we can always ask questions. It is difficult to see people on a small screen and hard to know what is happening away from the screen. Internet service is not always glitch free. Our daughter is now receiving school services and we are continuing our deaf mentor services. Overall, our service providers have been available and helpful, and answered our questions.

### *Questions for the Parent Panel*

- Kathy Hughes – Asked Tiffany about her Zoom transition experience.

Tiffany – Zoom transition was difficult and confusing. It was hard to coordinate all the people that needed to attend the meeting. It took a long time for the school to assign a person to participate in the transition meeting so we almost missed the timeline. This was stressful because we were concerned that it might limit the services our daughter needed. She does have the services she needs.

- Sophie Bertrand – Were your service providers able to support you as a team?

All three parents reported their teams work well together and communicate well.

- Camila Gutierrez – Asked about learning ASL. Asked if parents were connected to other parents.

Tiffany – The ASL community is very interactive. We are able to ask questions and not feel alone in the process.

Kelli – It would be difficult to arrange in person meetings now. It could be helpful to talk with another family about their ASL experience. Our Deaf Mentor is fabulous at teaching us.

Mckenzie – It would be helpful to connect with another family although our service provider is so helpful.

- Angelique Tafoya – How did you find out about early intervention services? How can we help other families learn about FIT services, especially if they live in rural areas?

Kelli – Our son did not pass his newborn hearing screen. His audiologist referred him to early intervention.

Tiffany – We came late to early intervention. FIT services should be discussed when a child is in the NICU.

- April Spaulding – Did your provider team discuss the possibility of in person services prior to the current restrictions?

All three parents reported that in person services were discussed and offered and that COVID safe practices would be implemented.

Camila thanked the parents for their time and for sharing their early intervention experiences. The parents thanked the ICC for the opportunity to give input and they thanked the FIT Program for their services.

### **ICC PARENT PANEL REFLECTION**

- Kathy Hughes – It is helpful to hear how virtual early intervention services are working or not working.
- Celina Waller – Most families prefer in-person services.
- Joanne Corwin – It is important to continue offering opportunities for parents to meet with other parents. ICC member Carmen Armenta is the head of the New Mexico chapter of Hands and Voices. The organization provides ongoing connection opportunities for parents of children who are deaf or hard of hearing.
- Camila Gutierrez – It can be life changing to talk with other families. PRO's Parent to Parent can connect families globally

Delores Hardin – PRO provides statewide connection and learning opportunities for parents.

- Claire Dudley Chavez – We want to make warm connections for parents so they know about services and how to access the services.
- Nikki Ornelas – COVID restrictions have increased isolation for families.
- Dana Malone – Enjoyed hearing about service challenges and successes. Similar challenges exist in Pre-K through 12<sup>th</sup> grade services.
- Sophie Bertrand – FIT and FIT providers are making early intervention services work in a pandemic. Families are feeling supported. Children and families are receiving services. It was concerning to hear that Tiffany's child was not referred to early intervention. FIT services need to be visible to all eligible children and families.

Kathey Phoenix-Doyle – Parents may be given written and verbal information about resources but may not remember them. It is important to follow-up with families.

- Naomi Sandweiss – PRO has a staff member who works part-time at the UNMH NICU. Families need multiple touch points when their children are infants and toddlers.
- Kathy Hughes – Concerned about referrals to early intervention when families live in rural areas.
- Camila Gutierrez – Helpful to hear from parents of infants who were born during a pandemic and who are receiving virtual services.

## **LEAD AGENCY REPORT**

Kathey Phoenix Doyle reported. Molly Chavez from ASD was introduced. Early intervention services are being provided and families are being supported. Public health orders are changing and we are doing the best we can to provide services and keep everyone safe. Data on the number of children referred was reviewed. Referrals and the total number of children served each month are slowly decreasing. FIT has been impacted by the pandemic and we are serving 1100 fewer children. Expenditures reflect the rate increase in FY20. As of 11/16/20, FIT moved to a telehealth only service delivery model for two weeks. Kathey emailed evaluation guidance today. The guidance for children and families who need to be seen in person will be out in two weeks. We want to have a hybrid service delivery model in place. All provider agencies have to follow the Public Health Order. FIT referrals do go up and down but the data is indicating that referrals may have stabilized. Leottis Begay is the new FIT Data Manager. FIT vacant positions are the FIT Program Coordinator (to be filled by December), the SE Regional Coordinator, and the Training and Professional Development person. The new ECECD FIT logo will be out soon.

- Angelique Tafoya – Can we continue to use our materials with the old logos? What is the date for the branding change?

Kathey – We have not released the logos yet. Providers can go ahead and change electronic forms once they have the new logos. Providers may have stockpiles of FIT materials that have the DOH branding on them. At some point, providers will have to stop using the materials with the old logos.

- Claire Dudley Chavez – We have been working with Matt Bieber to get consistent logos for all ECECD programs. This is a high priority.

- Catherine Quick – Has not been receiving C to B notification since Jason Lavy left. Will Leottis be sending this information?

Kathey Phoenix-Doyle – Yes, Leottis will send this information.

- Felicia Juarez – What is the status on in person evaluations?

Kathey Phoenix-Doyle – Right now, we only do CMEs via telehealth. We heard in the last provider call that in person evaluation are critical. Presumptive eligibility has allowed IFSPs to be developed. Feedback to FIT is critical as to what is working or not working.

- Rebecca Dow – Do referrals come from Care Plans? Over 1,000 plans have been developed. Are these referrals being tracked?

Kathey Phoenix-Doyle – Yes, referrals do come from Care Plans. They are being tracked at the provider level. We are not able to track at the FIT KIDS level.

- Celina Waller – We are getting a few Care Plan referrals from MCOs. Referrals may not list if it is a CYFD referral.

Monica Aragon – We do a lot of Care Plans. Most plans don't come from CYFD. The purpose is to avoid a CYFD referral.

- Julie Maner – Can stickers with the new logo be available so we can use some of our current documents?

Kathey Phoenix-Doyle – Will check on stickers as they would be a good way to use up the stockpiled materials.

- Dana Malone – The eviction moratorium will end December 31 and this will affect a number of families.
- April Spaulding – A saliva test option was discussed in this morning's ECECD call. Can this information be sent to FIT providers?

Leah Davidson – The Vault Company is offering an accurate saliva test that we can do ourselves. It will be available December 1st to anyone providing care services. It is free to the providing agency and to the person taking the test. You mail your test via UPS. Shipping is covered both ways. They are currently problem solving how to mail tests in rural areas where there is no UPS store. Email ECECD communications if you have questions.

- Angelique Tafoya – When would the saliva test results come back?

Leah Davidson – It is not as quick as a rapid test. It will take approximately 4-5 days.

Karen Lucero – Your insurance will be billed but there is no co-pay.

Kathey Phoenix-Doyle – We have to submit our insurance for DOH testing.

- April Spaulding – Can providers reach out to FIT or ECECD for support on obtaining quicker test results?

Kathey Phoenix-Doyle – Reach out to her or to the DOH contact. You will have to provide your test ID.

- Angelique Tafoya – Weekly calls have been heavy on the day care side and sparse on the FIT side. Can Matt Bieber let FIT providers know if calls are going to be pertinent to FIT providers?

Kathey Phoenix-Doyle – Matt sends out a general agenda. A lot of information has needed to be shared with the child care community. People can listen to the recordings.

Kathey is offering monthly calls for FIT providers. She will share with Matt what FIT providers need.

## ICC BYLAWS

April Spaulding highlighted the recommended changes to the ICC Bylaws. Language on the start date for ICC members still needs to be added. April asked the ICC if the start date should be when the ICC recommended an individual for Governor appointment or begin when the Governor made the appointment. **MOTION: Nikki Ornelas made a motion to approve the changes in the Bylaws as presented with the addition that the start date for ICC members is when the ICC votes to recommend the person to the Governor for appointment. Kathy Hughes seconded the motion. There were no objections or abstentions. The motion passed.** April reminded ICC members that they are required to appoint a proxy if they have to miss an ICC meeting and they must attend 75% of yearly meetings. Orientation is also required for new members.

## ICC COMMITTEE REPORTS

ICC committees met after the September Retreat to complete their 2021 Action Plans which comprise the ICC's Strategic Plan. The Strategic Plan was emailed to the ICC prior to the meeting. Committee Co-Chairs highlighted their critical issues and actions for ICC review and approval. April Spaulding reviewed the ICC Committee Chair Role Description. Committee membership was discussed. Committee Co-Chairs are responsible for assuring the committee's membership and size is conducive to completing the committee's action plan and that non-ICC committee members represent the diversity of New Mexico and can best support the work. The Committee Chair Role Description and the Committee Member Role Description forms will be emailed to the Committee Co-Chairs after the meeting. Signed forms should be emailed to the ICC Coordinator. The ICC approves Committee Co-Chairs and committee membership when the Strategic Plan is approved. The ICC Coordinator will revise each committee's Reporting Form to reflect the 2021 Action Plans. Committee Co-Chairs will use the Reporting Form to report the following:

- Work accomplished since the last ICC meeting;
- Changes/additions to the committee's action plan;
- New committee members;
- Recommendations to the ICC;
- Needed assistance.

**MOTION: Kathy Hughes made a motion to approve the ICC Committee Action Plans as written. Julie Maner seconded the motion. There were no objections or abstentions. The motion passed.**

Lula Brown, Quality Committee Co-Chair, highlighted the changes to the *Child/Family Transfer Form* that were recommended by the Quality Committee. The form was emailed to the ICC prior to the meeting. The Quality Committee is asking the ICC to accept the changes and recommend that FIT provider agencies be allowed to pilot the form. **MOTION: Julie Maner made a motion that the ICC accepts the changes to the Child/Family Transfer Form and recommends that FIT provider agencies be allowed to pilot the form. Felicia Juarez seconded the motion. There were no objections or abstentions. The motion passed.**

## **UPDATES ON OTHER EARLY CHILDHOOD COMMITTEES/TASK FORCES**

April Spaulding highlighted her August and October ACQ Reports which were emailed to the ICC prior to the meeting. There is ongoing work on the Community Supports Waiver and offer letters have been sent to 1,000 individuals on the waiting list. There has been a low response and providers are being asked to encourage families to respond. They will not lose their spot on the DD Waiver Wait List. DOH would like to know why families decline the service. There are 982 children in Child Pend Status. April shared the comparison of referrals that was discussed at the ICC retreat with the ACQ. The ACQ would like to know if there are any Medically Fragile providers on the ICC. The ACQ's interest in the ICC/FIT services and ACQ members have been invited to attend ICC meetings.

## **ICC LEGISLATIVE PLANNING**

Camila Gutierrez, ICC Co-Chair, facilitated a discussion. The Executive Committee is not aware as yet of any virtual legislative events. ICC members were encouraged to contact their legislators. ICC members were reminded that when they talk to their legislators, they are speaking as individual constituents, not as the ICC.

- Angelique Tafoya – The ICC Finance Committee updated the Legislative Fact Sheet which was emailed to the ICC with the rest of the meeting documents. The Fact Sheet does include a statement of how COVID has impacted FIT referrals. The box at the top of the page has the newest information. Renada told the Finance Committee that ECECD requested \$800,000 for the FIT Program. We are asking for the \$5 million if there are available funds.
- April Spaulding – Where is the \$800,000 going?

Kathey Phoenix-Doyle – It is going toward care and support payments. This is the pool of money that provider invoices are paid from.

- April Spaulding – Concerned about not having DOH DDSD funding to cover a FIT shortfall.
- Angelique Tafoya – Renada did say care and support was for provider rates.

Kathey Phoenix-Doyle – Care and support is the pot of money that providers are paid from. We have to have enough money in care and support to serve children. If we see a spike in children served, will the funding cover the cost of serving the children? We had a safety net when we were with DOH DDSD. FIT is an entitlement program and we have to serve eligible children. We may have to request a supplemental. Kathey will ask if the \$800,000 is for services or for rates.

- Christy Guinn – We are asking for \$5 million and ECECD is asking for \$800,000.
- Camila Gutierrez – We want legislators to understand we expect more children to be eligible.

Kathey Phoenix-Doyle – FIT was not cut and ECECD asked for the \$800,000 for FIT.

Camila asked the ICC about engaging legislators. PRO can be asked for digital copies of the family story cards.

- Autumn Bruton – In the Legislative Advocacy Committee meeting, Rebecca Dow shared that we should reach out to our legislators with emails and phone calls. Parent stories and short video clips are powerful.

Camila asked the Legislative Advocacy Committee to work with parents and parent organizations during the legislative session. The ICC approved the 2021 Legislative Fact Sheet when they approved ICC committee reports.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ANNOUNCEMENTS**

The meeting evaluation will be posted on the ICC List Serve.

***MOTION: Celina Waller made a motion to adjourn the meeting. Kathy Hughes seconded the motion. There were no objections or abstentions. The meeting was adjourned at 1:00 pm.***