



State of New Hampshire  
 Department of Health and Human Services  
 Part C FCESS Interagency Coordinating Council (ICC)

CONFERENCE LINE: GoToMeeting Video Link  
<https://global.gotomeeting.com/join/829549781>  
 United States: +1 (872) 240-3412  
 Access Code: 829-549-781

LOCATION: Virtual (video/phone) due to COVID-19 Pandemic  
 DATE: 6/5/2020  
 TIME: 9:30 am - 11:30pm



**Meeting Purpose/Goals:** ICC is a federally required stakeholder council who reviews current Part C FCESS system updates, programmatic planning, and provides input/recommendations for improvements.

**DHHS STAFF:**

Kathy Gray, Part C Coordinator

**ICC Committee Members:**

Diane Bolduc     Jessica Brown     Alex Brown     Jane Hybsh     Kara Buxton  
 Robin Tierney     Terry Ohlson-Martin     Melissa Hugener     Dee Dunn Tierney     Gloria Fulmer

**Other Attendees:** Sam Burgess; MariBeth Rathburn

**Meeting Leader:** X Michelle Lewis - Chair

<b>Agenda</b>				
<i>Ground Rules: Please be present and actively engaged; please hibernate technology.</i>				
<b>Time</b>	<b>Topic</b>	<b>Category</b>	<b>Leader(s)</b>	<b>Key Takeaways &amp; Action Items</b>
9:30	<ul style="list-style-type: none"> <li>• Welcome, Introductions</li> <li>• Agenda Review</li> <li>• Approval of Meeting Notes</li> </ul>	Information	Michelle Lewis	<ul style="list-style-type: none"> <li>• November 2019 and March 2020 minutes approved by voice vote.</li> </ul>
9:45	<ul style="list-style-type: none"> <li>• Part C Updates               <ul style="list-style-type: none"> <li>○ APR, SSIP, Part C Grant</li> <li>○ Family Outcome Surveys</li> <li>○ FCESS through COVID-19</li> </ul> </li> </ul>	Information	Kathy Gray	<ul style="list-style-type: none"> <li>• The Part C office has not yet received determination results for APR and SSIP.</li> <li>• Part C Grant is typically deposited by July 1<sup>st</sup>.</li> </ul>

				<ul style="list-style-type: none"> <li>To date, the Family Outcome Survey (FOS) return rate is about 30% and they are still being entered. It is unclear so far as to how this year's return rate will compare with prior year(s), particularly as it was done during the height of the Covid-19 pandemic. Samuel expressed concern that - due to Spanish version not being online - minority return rate will be impacted. Kathy affirmed that this may be a statewide issue. Historic return rate online has been low but we've had a surprisingly good rate for online this year.</li> <li>Programs and staff have done an impressive job transitioning with the Covid-19 issues. There has been a great deal of creativity at the program staff level. Michelle asked about the plan for returning to face to face. Kathy Gray learned yesterday that Area Agency Executive Directors have begun discussing return. The Part C office cannot give guidance on return. A bill is now before the legislature to approve ongoing telehealth reimbursement. While it doesn't specify FCESS, it is modeled directly on the Governor's Order, which is covering FCESS. Executive Order 8 does not end telehealth billing of Medicaid until such time as the Governor-declared State of Emergency ends.</li> </ul>
	<ul style="list-style-type: none"> <li>Part B 619 updates</li> </ul>	Information		<ul style="list-style-type: none"> <li>Christina MacDonald has replaced Ruth Littlefield as Part B 619 Coordinator. <b><i>Kathy Gray and/or Michelle will reach out to Christina and Michelle will do the request for the Governor's appointment.</i></b></li> </ul>
10:15	<ul style="list-style-type: none"> <li>"What is FCESS" overview</li> </ul>	Information		<ul style="list-style-type: none"> <li>The problem we are trying to address is that there is not clarity and uniformity in the</li> </ul>

				<p>public perceptions about what we are and what we do</p> <ul style="list-style-type: none"> <li>• Our goal is to create a statewide brochure that aids in giving that clarity.</li> <li>• The process started with looking at the Vision Statement and the Mission.</li> <li>• We agreed that the Mission Statement is very important, especially around the concept of assisting and supporting parents' ability to support their children.</li> <li>• We had previously done a Gallery Walk process. Today we reviewed that process and the resulting responses. The focus was to get our input about what needs to be in the brochure, what is most important from our lens. This will then be followed by <i>a similar process with other stakeholders to ensure that the brochure truly reflects what we are and do.</i></li> <li>• Today's step - shorten the list to remove those things for which nobody voted. <i>Then obtain the Directors' input. Then work with Michelle and/or Terry as to how to get parent input.</i></li> <li>• <i>A suggestion was made that we obtain professional input for the final product.</i></li> <li>• <i>A suggestion was made that we have an educator assess the final wording for Lexile level so that the brochure is neither too low nor so high as to be unreadable for families with lower reading levels.</i></li> </ul>
10:30	<ul style="list-style-type: none"> <li>• Five Questions from Gallery Walk <ul style="list-style-type: none"> <li>○ Activity for each member to identify top 3 of each question.</li> </ul> </li> </ul>	Discussion		<ul style="list-style-type: none"> <li>• Copies were provided through the email with agenda. We worked on eliminating the least supported responses to streamline the language into what could be used in a brochure.</li> </ul>

11:00	<ul style="list-style-type: none"> <li>Family Recruitment</li> </ul>	Discussion	<ul style="list-style-type: none"> <li>In our March meeting we had discussed the need for more parental involvement in the ICC and it was suggested that we create a subcommittee to address increased parental involvement. Maribeth has identified two families that may be interested. <i>Maribeth will reach out to them.</i> <i>Michelle said we need to figure out our process for online meetings and ensure that we communicate that to new members. We discussed using Zoom as more accessible.</i></li> </ul>
11:15	<ul style="list-style-type: none"> <li>Determining Next Steps</li> </ul>	Discussion	<ul style="list-style-type: none"> <li>See above in <i>italicized bold.</i></li> </ul>
11:30	<ul style="list-style-type: none"> <li>Adjourn</li> </ul>		<ul style="list-style-type: none"> <li>Meeting adjourned at 11:27 am</li> <li><b>2020 ICC meetings 9:30 - 12:30</b> <ul style="list-style-type: none"> <li>August 7, 2020</li> <li>November 6, 2020 ICC Retreat (9:30-3:00)</li> </ul> </li> </ul>