

HAWAII EARLY INTERVENTION COORDINATING COUNCIL

Quarterly Meeting  
November 18, 2020

O'ahu	Zoom Meeting
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**MINUTES**

**Members Present:** Bobbie-Jo Moniz-Tadeo (Chair), Kerrie Urosevich (Vice Chair), Bonyen Colunga, Douglas Mersberg, Sharon Thomas, Kehau Gollis, Mavis Okihara, Daintry Bartoldus, Kimberly Allen, Amy Tamashiro, Lauren Moriguchi, Verna Chinen, Leah Muccio, Rein Torrado, Douglas Mersberg, Brianna Levy

**Members Absent:**

**Ex-Officio:** Charlene Robles, Dr. Patricia Heu

**Guests:** Luke Kusumoto

**Staff:** Amy Rivera

TOPIC	DISCUSSION	DECISION/FOLLOW-UP
<b>I. Call to Order</b>	<p>Chair, Ms. Moniz-Tadeo, called the meeting to order at 9:02 a.m.</p> <ul style="list-style-type: none"> <li><i>a. Welcome/Introductions</i></li> <li><i>b. Review Agenda</i> Agenda reviewed. No additions or comments.</li> <li><i>c. Review Minutes from August 26, 2020 HEICC Quarterly Meeting</i> Minutes reviewed and approved.</li> </ul>	<p>One change to EOEL personnel changes; position is for an Educational Specialist rather than a Program Specialist.</p>
<b>II. Early Intervention Section Update (9:30-10:15)</b>	<ul style="list-style-type: none"> <li><i>a. Part C Update</i> Robles reported no updates to share at this time.</li> <li><i>b. Budget</i> Robles reported temporary 10% budget restrictions for contracts with contract modifications.</li> <li><i>c. Vacant Positions – Statewide</i> Robles shared thirteen (13) vacant DOH positions which were abolished. Recently learned three (3) positions (1 SLP and 2 SPED) in state operated EI programs were left without funding. EIS has submitted a request to fill these</li> </ul>	

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	<p>positions with existing operating budget. Out of the thirteen vacant positions, three (3) were Care Coordinator (CC) positions that was assigned to EI purchase of service contracts that were affected by the abolishment of positions. EIS provided additional funding to the budget modification for these purchase of service providers to recruit and fill for three (3) CC positions. Robles also shared there were an additional three (3) positions that were not impacted by the abolishment of the thirteen. It was decided that these three (3) position will be funded through the purchase of services contracted programs to fill and recruit.</p> <p><b>d. State Systemic Improvement Plan (SSIP) Update</b>                      Robles shared for those that were new to HEICC, SSIP has been in place for about five (5) years which was a requirement by the Office of Special Education Programs (OSEP) who oversee the Part C section of the federal law. Robles shared there are four SSIP workgroups (i.e., Professional Development, Staffing, Telepractice, and Data for Program Improvement) that are reviewing their action plans to determine if revisions to their activities and/or evaluation process needs to be revised.</p> <p><b>e. Initiatives and Activities</b>                      Robles reported EI continues to build new data system with Harris and have begun developing training guides.</p> <p><b>f. Program Measures Dash Board with Complaint Summary</b>  <i>[Refer to the HEICC Program Measures Dashboard]</i></p> <p>Robles shared in-person visits as an option will be suspended until further notice. EI services will continue to be provided via telepractice, phone, or a combination of the two and will continue to evaluate and revise guidelines to offer in-person visits as an option.</p> <p>Robles shared Imua on Maui County which includes Molokai and Lanai have resumed in person visits in September. EI met with Imua’s staff and learned what they have experienced. The staff, supervisor and executive director provided helpful feedback. EIS will incorporate what was shared into in-person guidance document. EIS put temporary procedural guidelines in place for programmatic practices, guidance, and steps.</p>	

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	<p>Robles shared back in August, EI programs identified with families their preference for how service would be delivered (i.e., in-person, telepractice, phone, or a combination). In October, programs were asked to reconnect with all families who either had placed services on hold or suspended their services due to COVID to discuss the importance of early intervention and about resuming services. If family choose not to continue, it is their right to decline services and know they can return if they would like to prior to age three. EI Program Agencies on Hawaii, Kauai, and Maui Counties may consider providing in-person visits as an option. However, services in any County must not start without EIS' agreement and involvement in the process.</p> <p>Urosevich expressed her appreciation towards programs inquired with families about their preferred service delivery method and asked what did EI find?</p> <p>Robles reported most families were interested in a combination of in-person and telepractice or only telepractice, with a small percentage interested with in-person visits only.</p> <p>Moniz shared only 20% wanted in-person services and this was due to various reasons like English was not necessarily their first language, challenges with internet connection or technology capabilities or if a family had multiple children receiving early intervention services, or for children who had behavioral concerns or more severe developmental delays. These were the families that wanted to receive in-person visits when Imua first started and majority also wanted both in-person but was okay with telepractice if needed and a small percentage only wanted telepractice.</p> <p>Urosevich asked what percentage of families put their services on hold or withdrawing due to COVID?</p> <p>Robles shared she did not have that data on hand.</p> <p>Moniz-Tadeo shared did see some exit data that showed family not being interested in telepractice when implemented due to COVID with various reasons. Imua also saw a decrease in referrals because things were put on hold for most families. Imua did see an uptick in numbers because services have resumed, and well-baby checkups are occurring.</p>	

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	<p>Robles reported 292 referrals were placed on hold and 257 were processed, 762 MDE will need to be completed across the State. Robles shared referrals declined when COVID numbers increased and as COVID numbers improved, referrals increased. There are 292 families in programs that needs an annual type of evaluation so all in all we are looking at about 1,000 evaluations across the state that will need to be conducted. EI is working hard to identify a remote type of evaluation tool that can be used to determine eligibility and move all of these into initial IFSP and/or annual IFSP.</p> <p>Robles shared Dashboard reflects 116 children exited from EIS who were not eligible for DOE services and 106 families withdrew from services.</p> <p>Moniz-Tadeo also shared there was a decrease with the Part B eligibility because of the children aging out that wanted to go through the DOE process but DOE was not evaluating the children at the time is a reason for the decline in the number.</p> <p>Kusumoto shared of the families that have withdrawn from services 30-50% are related to telepractice issues, not having the technology, or just not being interested in telepractice only and this is a combination of those pre IFSP and active IFSP. Kusumoto also shared 96% of active IFSP are currently participating in services.</p> <p>Robles shared EI did not have any complaints to report on for the first quarter.</p>	
<p><b>III. Council Business (10:15-11:45)</b></p>	<p><i>a. Legislative Update</i>                  Robles has not legislative update to report on.</p> <p>Dr. Heu shared has no update to report on the three (3) legislative bills that was mentioned in last meeting, waiting to hear if these bills will be in the governor’s package. These legislative bills were the ones for mandated diagnostic audiological evaluation for the newborn hearing screening program, revision of the statute for the hearing and vision program to focus on consistent protocols, and also increase in marriage license fees to support the birth defects program, and to support modernization of the vital statistics system.</p> <p>Moriguchi shared HB2543 Act 46 passed and this will expand opportunities for the three (3) and four (4) year old with respect to early learning. In</p>	

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	<p>addition, it also requires DOE and charter schools to adopt the kindergarten entry assessment model. This will move the charter school pre-K programs out of EOEL amongst some other things that were included in this bill.</p> <p>Urosevich shared some of the changes made to Act 46 are around the three (3) and four (4) year old to have access to childcare and early learning programs within 10 years. Also looking for language support in the bill for strategies for recruiting and retaining staff. Will be looking at what did not pass in last legislative session with some of the work around a task force to look at family violence prevention and supporting EOEL.</p> <p>Moriguchi shared EOEL is seeking funding for seven (7) positions which were cut last year. These positions were restored, and funding was later restored for only a year and will be asking the governor to include in his package to fund seven (7) positions which would impact seven (7) classrooms across the State. We will also be asking for an allocation of two (2) positions based on funds that EOEL received in the 2019 legislative session; EOEL received the funding but not the actual positions and final focus area will be on a position that was previously mentioned in the meeting minutes, Program Specialist position who will be responsible for coordinating efforts around the State plan and implementation of the strategic implementation plans.</p> <p><b>b. <i>Early Learning Board Update</i></b>                      Moriguchi shared at the last EOEL meeting, provided an update regarding the Government Affairs Specialist position, and announced that Jordana Ferreira has been hired into the position and also shared that Moriguchi will be leaving EOEL at the end of the 2021 legislative session or sooner if the board finds her replacement. The board is currently developing a process for hiring the next director and hope to be able to announce the selection of the new director by May. EOEL is wrapping up work on the PDGB5 activities with everything needing to be completed by the end of December. Moriguchi shared with this grant the needs assessment has been completed in February 2020, which included a comprehensive needs assessment of facilities study. Had developed seven (7) strategic implementation plans, they include access to more resources for children and families, availability of more seats for children and families, early childhood health and wellbeing maximizing family knowledge and child development, quality workforce development and</p>	

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	<p>supports transition support early and early childhood integrated data system. Moriguchi shared within each plan, agencies and organizations champion objectives and a meeting was held to reconvene champions in late October and will be working with the Early Learning Board to develop a process for sharing progress and revisiting the plans on a regular basis. In addition to the needs assessment and strategic plans, through the funding provided by PDGB5 was able to develop a community of practice framework, a transition toolkit, and contract Family Hui to develop a series of workshops to support families called embracing your journey as your child’s first teacher and also in collaboration with DOH. Keala Hoaka Associates were contracted to develop four (4) toolkits on wellness and resilience within the context of Hawaiian cultures and values. These different components for the PDGB5 work will be housed on a website that attached to the EOEL website, so that everyone may be able to access the materials.</p> <p><i>c. HEICC Priorities Update &amp; Discussion</i></p> <p>Urosevich shared HEICC has always had a workplan for what the Council should be working on and ensure that it is aligned with early intervention services and how to improve the HEICC meetings, making sure that all were fully engaged, leveraging all the expertise at the table and collaboratively supporting our youngest with the delays in the best possible way. She shared met with the Executive Council and confirmed these are the top two (2) priorities the council needs to work on, and they are, Family Participation and Stakeholder Engagement. How do we make sure the HEICC meetings are more tailored to our families? How do we get families fully engaged in our meetings and make their time spent in our meeting most useful to them? How do we acknowledge an upcoming OSEP focus on family participation? How do we strengthen our processes for getting family and provider feedback? Urosevich shared this was one of the priorities, which would have an ad hoc committee to meet in quarters and the second priority would be on recruitment, onboarding, and succession processes. She shared Executive Committee discussed looking at Hano which is the association for non-profit organizations and other state boards on how to do these processes. Urosevich shared she would like to put the focus on these two (2) priorities for quarter one (1) and two (2) and if anyone on the council would be interested in participating in a short-term ad hoc committee.</p>	

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	<p>Urosevich shared will be reaching out to the members and would like to have 4-6 individuals to be on the ad hoc committees that will run from January – June 2021. Urosevich shared more information forthcoming regarding how frequently the committee will be meeting.</p> <p>Gollis shared she would like to participate with the parent participation and stakeholder engagement.</p> <p>Torrado shared interested in assisting in the EIS outreach design.</p> <p><i>d. HEICC 2021 Draft Calendar</i> No comments or questions.</p> <p><i>e. HEICC/Exec Committee Appointments and Vacancies</i> Robles reported and welcomed one new parent member joining us today, Rein Torrado.</p> <p>She shared have reached out to programs and will continue to do so to find for families who may be interested in participating as a parent member with the council.</p> <p>She reported that EIS is in the process of requesting two legislative members and Dr. Cole is replacing Dr. Huillet from Tripler.</p> <p>Thomas asked about having a prepared letter and form for onboarding and participation of new council members.</p> <p>Urosevich asked, with Dasha Cole coming on board, what is the process for onboarding new members?</p> <p>Robles shared Aoki and Robles had met with new legislative members prior to coming on board for about a half hour (30 minutes) to share info about early intervention before coming on board. She shared HEICC also conducted annual orientation for new members.</p> <p>Moniz-Tadeo shared last orientation was back in fall of 2019.</p>	<p>Moniz-Tadeo and Urosevich will start work on HEICC Orientation and will include</p>

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	<p>Thomas shared in the last Executive meeting included a discussion regarding preparing a form or letter to assist with the application process to help with a smoother process.</p> <p>Urosevich shared her meeting with Joyce Ibarra and asked if the State has templates created to assist with the onboarding processing and was told there wasn't any, so this would have to be something that the council creates.</p> <p>Kusumoto asked for an update on the status of the computers that will be donated to families and are there other resources that weren't tapped into. Kusumoto added that they have several families that have multiple children within the household and need that extra computer and a lot of them have issues with Wi-Fi.</p> <p>Robles shared at last statewide program managers meeting that was held on November 17, 2020, there were no updates to report on the project. She asked Urosevich if she had anything to add.</p> <p>Urosevich shared the partnership was with digital opportunities on recycled desktop and provide the computer, Wi-Fi adapter, camera, and headphone for all families and will also include a gift card to pay for Wi-Fi. Urosevich shared would have to coordinate the delivery or pickup on the desktop.</p>	<p>Robles on EIS input.</p>
<p><b>IV. Public Comment (11:45-11:55)</b></p>	<p>No public comment.</p>	
<p><b>V. Announcements (11:55)</b></p>	<p>Robles shared members will receive EIS Annual Stakeholder meeting invite which will be held on December 8, 2020 from 8:30am to 11:00am via Zoom. A separate meeting for EIS State Systemic Plan will be held in February.</p> <p>Urosevich shared Action Strategy holds network meetings twice a year but both has been cancelled due to COVID however, will be holding a virtual meeting on January 13, 2021 with a panel discussion with national and local folks on risk of developmental delay during COVID-19.</p>	
<p><b>VI. Future Meeting(s) TBC</b></p>	<p>See the draft Quarterly Council Meeting Schedule.</p>	
<p><b>VII. Adjourn (12:00)</b></p>	<p>Ms. Moniz-Tadeo adjourned the meeting at 10:47 a.m.</p>	