

HAWAII EARLY INTERVENTION COORDINATING COUNCIL

Quarterly Meeting

May 24<sup>th</sup>, 2023

O'ahu	Zoom Meeting
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**MINUTES**

**Members Present:** Verna Chinen, Catherine Abellera, Doug Mersberg, Daintry Bartoldus, Kerrie Urosevich, Sharon Thomas, Kehau Golis, Amy Tamashiro, Bonny Colunga, Rep. Lisa Kitagawa

**Members Absent:** Danette Wong Tomiyasu, Reinalyn Terrado, Brianna Levy, Ku'ulei Arceo, Nagisa Kimura, Leah Muccio, Colin Hayashida,

**Ex-Officio:** Stacy Kong, Dr. Patricia Heu

**Guests:** Chris Jackson, Michael Sheehey, Sharon Imanaka, Lisa Martinez, Aldrich Ulep, Jared Kimura

**Staff:** Jeffrey Lee, Luke Kusumoto, Kathy Kubo, Carrie Pisciotto

TOPIC	DISCUSSION	DECISION/FOLLOW-UP
<b>I. Call to Order (9:00)</b>	<p>Vice Chair, Abellera, called the meeting to order at 9:00 a.m.</p> <p><i>a. Welcome/Introductions</i> Completed</p> <p><i>b. Review Agenda</i> Completed</p> <p><i>c. Review Minutes from Mar 22nd, 2023 HEICC Quarterly Meeting</i> Minutes were reviewed but not approved due to not having quorum</p>	
<b>II. Early Intervention Section Update (9:30-11:15)</b>	<p><i>a. Part C Update</i></p> <p>Kong reported:</p> <ul style="list-style-type: none"> <li>o State Performance Plan (SPP)/Annual Performance Report (APR) clarification period was from April 11 – April 26, 2023. The updated report was submitted on April 26, 2023.</li> <li>o Part C Grant application due May 2023.</li> </ul>	

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	<p><b>b. Budget</b> Kong reported:</p> <table border="1" data-bbox="422 383 1562 1057"> <thead> <tr> <th data-bbox="422 383 842 456">EIS Funding Source</th> <th data-bbox="842 383 1058 456">Budget</th> <th data-bbox="1058 383 1310 456">Current Expenditures</th> <th data-bbox="1310 383 1562 456">Balance</th> </tr> </thead> <tbody> <tr> <td data-bbox="422 456 842 529">FY23 State General Funds Period: 07.01.22 – 06.30.23</td> <td data-bbox="842 456 1058 529">\$23,279,848</td> <td data-bbox="1058 456 1310 529">\$13,925,410</td> <td data-bbox="1310 456 1562 529">\$9,354,438</td> </tr> <tr> <td data-bbox="422 529 842 675">FY23 Federal Part C (Phase 23) Period: 07.01.22 – 09.30.23 Tydings: 10.01.23 – 09.30.24</td> <td data-bbox="842 529 1058 675">\$2,433,483</td> <td data-bbox="1058 529 1310 675">\$848,117</td> <td data-bbox="1310 529 1562 675">\$1,520,974</td> </tr> <tr> <td data-bbox="422 675 842 821">FY22 Federal Part C (Phase 22) Period: 07.01.21 – 09.30.22 Tydings: 10.01.22 – 09.30.23</td> <td data-bbox="842 675 1058 821">\$2,369,091</td> <td data-bbox="1058 675 1310 821">\$914,312</td> <td data-bbox="1310 675 1562 821">\$1,454,779</td> </tr> <tr> <td data-bbox="422 821 842 1008">*FY22 Federal ARPA Period: 07.01.21 – 09.30.22 Tydings: 10.01.22 – 09.30.23 Liquidation: 10.01.23 – 01.28.24</td> <td data-bbox="842 821 1058 1008">\$1,218,273</td> <td data-bbox="1058 821 1310 1008">\$515,420</td> <td data-bbox="1310 821 1562 1008">\$621,896</td> </tr> <tr> <td data-bbox="422 1008 842 1057">FY23 Total Budget</td> <td data-bbox="842 1008 1058 1057">\$26,867,212</td> <td data-bbox="1058 1008 1310 1057">\$15,288,947</td> <td data-bbox="1310 1008 1562 1057">\$11,497,308</td> </tr> </tbody> </table> <p data-bbox="516 1097 1451 1130">*ARPA funds: In tiding period and funds must be expended by 09.2023.</p> <ul style="list-style-type: none"> <li data-bbox="663 1138 1031 1170">○ Encumbered &amp; expended             <ul style="list-style-type: none"> <li data-bbox="747 1179 1157 1211">● ~4K telepractice equipment</li> <li data-bbox="747 1211 1293 1243">● ~50K CSPD Evaluation/Data Analysis</li> </ul> </li> <li data-bbox="663 1243 873 1276">○ Encumbered             <ul style="list-style-type: none"> <li data-bbox="747 1284 1304 1317">● ~530K indirect costs for POS programs</li> <li data-bbox="747 1317 1020 1349">● ~110K Database</li> <li data-bbox="747 1349 1157 1382">● ~56K WICHE Salary Study</li> <li data-bbox="747 1382 1136 1414">● ~12K Part C Fiscal Forum</li> </ul> </li> <li data-bbox="663 1430 842 1463">○ In process             <ul style="list-style-type: none"> <li data-bbox="747 1471 1493 1503">● ~112K BDI-3 (evaluation training, kits and protocols)</li> </ul> </li> </ul>				EIS Funding Source	Budget	Current Expenditures	Balance	FY23 State General Funds Period: 07.01.22 – 06.30.23	\$23,279,848	\$13,925,410	\$9,354,438	FY23 Federal Part C (Phase 23) Period: 07.01.22 – 09.30.23 Tydings: 10.01.23 – 09.30.24	\$2,433,483	\$848,117	\$1,520,974	FY22 Federal Part C (Phase 22) Period: 07.01.21 – 09.30.22 Tydings: 10.01.22 – 09.30.23	\$2,369,091	\$914,312	\$1,454,779	*FY22 Federal ARPA Period: 07.01.21 – 09.30.22 Tydings: 10.01.22 – 09.30.23 Liquidation: 10.01.23 – 01.28.24	\$1,218,273	\$515,420	\$621,896	FY23 Total Budget	\$26,867,212	\$15,288,947	\$11,497,308	
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	<ul style="list-style-type: none"> <li>• ~70K BDI Accessories (tablets, stylus, cover/bag)</li> <li>• ~50K Infant Mental Health Training &amp; Reflective Supervision/Consultation</li> <li>• ~3K Bus advertisements</li> <li>○ Ideas                             <ul style="list-style-type: none"> <li>• Building maintenance cost – ECSPs (~100K)</li> <li>• CSPD Coordinator (~30K)</li> <li>• Windows 11 equipment for testing (~5K)</li> <li>• Translation</li> <li>• Office Equipment (e.g., fax machines)</li> </ul> </li> </ul> <p style="margin-left: 40px;"><b>c. Vacant Positions – Statewide</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-left: 40px;"> <thead> <tr> <th style="width: 30%;">Category</th> <th style="width: 15%;">Total Positions</th> <th style="width: 15%;">Total Vacant</th> <th style="width: 40%;">Notes</th> </tr> </thead> <tbody> <tr> <td>DOH EIS Admin Office</td> <td style="text-align: center;">37</td> <td style="text-align: center;">10</td> <td>27% vacancy, Q2 vacancy was at 27%</td> </tr> <tr> <td>DOH CC Assigned to POS</td> <td style="text-align: center;">13</td> <td style="text-align: center;">2</td> <td>15% vacancy, Q2 vacancy was at 14%</td> </tr> <tr> <td>DOH State EI Programs (3 Programs)</td> <td style="text-align: center;">32</td> <td style="text-align: center;">12</td> <td>38% vacancy, Q2 vacancy was at 38%</td> </tr> <tr> <td>POS Contract EI Programs (15 Programs)</td> <td style="text-align: center;">166.7</td> <td style="text-align: center;">41.6</td> <td>25% vacancy; Q2 vacancy was at 24%</td> </tr> </tbody> </table> <p style="margin-left: 40px;"><b>d. State Systemic Improvement Plan (SSIP) Update</b>                      HEICC members are welcome to join any EIS workgroup: (UPDATES TO BE GIVEN AFTER DATA DASH BOARD)</p> <ul style="list-style-type: none"> <li>• Timely MDE/IFSP/Services (Indicator 1 &amp; 7)</li> <li>• Child Outcomes (Indicator 3)</li> <li>• Family Outcomes (Indicator 4)</li> <li>• Child Find (Indicator 5 &amp; 6)</li> <li>• Transition (Indicator 8)</li> </ul>	Category	Total Positions	Total Vacant	Notes	DOH EIS Admin Office	37	10	27% vacancy, Q2 vacancy was at 27%	DOH CC Assigned to POS	13	2	15% vacancy, Q2 vacancy was at 14%	DOH State EI Programs (3 Programs)	32	12	38% vacancy, Q2 vacancy was at 38%	POS Contract EI Programs (15 Programs)	166.7	41.6	25% vacancy; Q2 vacancy was at 24%	
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	<ul style="list-style-type: none"> <li>• Professional Development &amp; Technical Assistance (Indicator 11 – SSIP)</li> <li>• Fiscal: Staffing (Indicator 11 – SSIP)</li> <li>• Monitoring &amp; Accountability (Indicator 11 – SSIP)</li> </ul> <p><b>e. <i>Initiatives and Activities</i></b></p> <ul style="list-style-type: none"> <li>• Data System Update-Terminated contract with the vendor that was working on the database. There was an issue with security that the vendor was not willing to address. EIS will be exploring different systems as well as how we will pay for it.</li> <li>• E-Signature-Still being worked on and it is almost completed.</li> <li>• Training for Infant Mental Health and Reflective Supervision-the first cohort is starting up.</li> </ul> <p><b>f. <i>Program Measures Dashboard with Complaint Summary</i></b>  <i>[Refer to HEICC Program Measures at A Glance Dashboard and Early Intervention Section handouts]</i></p> <p>Kong informed the council that she will not be going over every data dashboard item. The executive members decided that since the council members have access to the data dashboard, they can go over it and ask any questions they may have. With the new format executive members felt that the time saved going over each data dashboard item would be better spent in breakout groups.</p> <p><b>g. <i>Annual Performance Report (APR) Workgroup Overview</i></b></p> <p>Kong introduced the early intervention Annual Performance Workgroup and State Systemic Improvement Plan (SSIP) leads.</p> <p><b>APR Workgroups</b></p> <p>Timely MDE and IFSPs: Led by Carrie Pisciotto and Sheri Umakoshi. Pisciotto reported,</p> <ul style="list-style-type: none"> <li>○ Feedback received from program manager meeting identified vacancies as the root cause and challenge for completing MDE’s, IFSP’s, and services.</li> <li>○ Some programs are doing standing times for MDE’s and IFSP’s so that there are scheduled times that they can offer families.</li> <li>○ Programs are scheduling at the IFSP’s for the first visits rather than waiting until a late time to schedule which puts the first visit (within 30 days) in jeopardy.</li> </ul>	

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	<p>However, if the program has a vacancy in the specific discipline then it becomes very difficult for the program to provide timely services.</p> <ul style="list-style-type: none"> <li>○ Short term strategy that some programs have done consist of surveying the providers to find out what would keep them at the agency. They use tools such as cultivating healthy teams the resilient early childhood system tool to see how they can improve and what they can do to encourage their staff to stay.</li> <li>○ Another retention strategy is reflective supervision that all programs started in May.</li> <li>○ Long term strategy is to fill the vacant positions.</li> </ul> <p>Family Outcomes: Led by Kathy Kubo</p> <p>Updates:</p> <ul style="list-style-type: none"> <li>○ This is the second year our Family Outcomes Survey has been available in 10 foreign languages. All versions are available online and hardcopy. Programs email families a link and program-specific pass code to complete online. If this is not convenient, they may request a paper copy to complete as well.</li> <li>○ Currently, surveys are distributed to all families with an active IFSP. This year's distribution started in mid-April and will end June 30th.</li> <li>○ Beginning July, we will be distributing a survey to each family as they discharge out of EI. Surveys will be distributed all year, rather than just at one period.</li> </ul> <p>Struggles and Challenges:</p> <ul style="list-style-type: none"> <li>○ How can we increase representativeness while still maintaining the integrity of our survey?</li> <li>○ The family outcome questions revolve around the family's understand of how helpful their team was in: <ul style="list-style-type: none"> <li>I. Having them know their rights</li> <li>II. Ensure they can communicate their child's needs</li> <li>III. They have the ability to help their children learn and grow</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Care coordinators go over family rights with families multiple times during their time in early intervention, yet we have not been able to meet our target.</li> <li>○ What are some strategies that teams can employ to ensure families feel empowered to confidently support their child’s needs and advocate for them?</li> <li>○ How can programs ensure that families have made the connection between the Family rights brochure, and the questions on the survey?</li> </ul> <p>Child Find: Led by Luke Kusumoto</p> <ul style="list-style-type: none"> <li>○ Indicator 5 (Birth to one) Target: .97%. Indicator 6 (Birth to 3) Target: 3.19%</li> <li>○ Child Find Challenges:               <ul style="list-style-type: none"> <li>I. Less referrals due to COVID-19. Maybe due to less follow-up primary medical doctor. Appointments initially cancelled.</li> <li>II. Families not certain what EIS program is about and benefits of the program.</li> <li>III. Referral sources are not thoroughly explaining EI prior to making the referral and/or are not informing families they are making a referral.</li> </ul> </li> <li>○ What’s working in child find efforts:               <ul style="list-style-type: none"> <li>I. Share about EI at all community collaborative meetings. Highlight the differences- We have the therapists and social workers to help with developmental delays.</li> <li>II. Its very helpful to clearly explain the EIS program in as much detail as possible.</li> <li>III. Communication with pediatricians that EI is still providing services via telephone and telepractice.</li> </ul> </li> <li>○ What’s not working:               <ul style="list-style-type: none"> <li>I. No coordinated effort in public awareness. (Public awareness position is now fille so it is possible now)</li> <li>II. Primary medical doctors have a wait and see attitude when child’s development is delayed and delay referring the child.</li> <li>III. Not having a robust and consistent public awareness campaign to deliver of what EI services are about.</li> </ul> </li> <li>○ Strategies- Public awareness Campaign to Families:               <ul style="list-style-type: none"> <li>I. Public Service announcements on radio and TV.</li> </ul> </li> </ul>	

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	<p>II. The programs know/understand their community the best and how to outreach. Develop smaller public awareness that works in their community.</p> <p>III. Reach out and incorporate families who are already involved for ideas on what works and enlist their help in a type of “grass roots” efforts.</p> <p>IV. Use social media.</p> <p>Transition: Led by Chris Pelayo and Jeffrey Lee. Lee reported.</p> <ul style="list-style-type: none"> <li>○ 8A Transition plan. Some of the challenges identified were lack of community partners, families who are unaware of the process and transition plan verbiage.</li> <li>○ 8B Transition notice. Challenges identified were that some schools don’t have systems in place during the winter break and care coordinator confusion on sending a notice when the parents are still undecided.</li> <li>○ 8C Transition Conferences. Challenges identified were training on transition options for the care coordinators, families don’t feel it is important, and community programs not responding to care coordinators when they are trying to schedule meetings.</li> <li>○ Goals of the workgroup; To gain an understanding of the transition process as a whole, to increase transition conferences held, and quality transition discussions with families.</li> </ul> <p>Abellera asked Kong, we were looking at changing the transition plan in the workgroup but was told we could not due to the database. Now that the data base is no longer a factor could we look at modifying that section? Kong responded, yes, but all components must be in the plan.</p> <p><b>SSIP Workgroups</b></p> <p>Professional development and technical assistance: Led by Sheri Umakoshi. Lee reported on behalf of Umakoshi</p> <ul style="list-style-type: none"> <li>○ Coaching Fidelity Criteria Updates for Natural Learning environment Practices (NLEP) &amp; Resource Based Practices (RBP) finalized. Working on Mentor in Training (MIT) coaching fidelity criteria clarifications.</li> <li>○ Excel Coaching Fidelity Summary Workbooks –fidelity workbooks for NLEP &amp; RBP with our National TAs completed and being tested before distributing to mentors. Data roll-up sheet drafted and being tested.</li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Gearing up for Coaching Fidelity Scale Up in 2023 with next cohort of EI programs            -Stalled due to staff vacancies as the State and Local Program levels.</li> <li>○ SE Competencies – Infant Mental Health Training Series through AIMHHI began May 18<sup>th</sup> with Cohort 1 (Leadership group). Total of 5 cohorts will be completing the training series over the next 10 months.            -Will be using ARPA and Part C Grant funds to cover costs of training.</li> </ul> <p>Fiscal Staffing: Led by Brienne Sarmiento and Jeffrey Lee. Lee reported,</p> <ul style="list-style-type: none"> <li>○ PBS Guidelines have been created and distributed.</li> <li>○ Geographic team guidance. The purpose was to provide EI programs on how to establish and assign geographic service area boundaries when a program splits into 2 or more teams. Workgroup was close to finalizing, but due to new members bringing in new thoughts and ideas the workgroup is revisiting.</li> <li>○ Mentor Capacity worksheet. The purpose for this is to help determine the number of mentees a mentor can take on as well as help in determining how many mentors are needed across the state.</li> <li>○ Program staffing guidance document. The purpose for this is to provide the EI programs with the breakdown of the staffing needs, care coordinators, and service providers based on the average enrollment</li> </ul> <p>Monitoring and accountability (Child outcomes): Led by Kathy Kubo. Kubo reported, To measure family’s understanding of the COS process, three questions were added to the annual family outcome:</p> <ol style="list-style-type: none"> <li>1) We understand the Child Outcomes Summary process related to positive social-emotional skills, use of knowledge and skills and appropriate behaviors to meet their needs.</li> <li>2) We participated in the COS ratings discussion for our child.</li> <li>3) The COS discussion helped us to identify and support the development of the individualized Family Support Plan (IFSP) outcomes for our child.</li> </ol> <p>Last year was the first year asking these questions and results indicated that 90% reported that they understood the child outcomes process, 87% said they participated in</p>	



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	<p>the COS ratings process and 87% said that the COS discussion was helpful in identifying and supporting the development of IFSP outcomes for their child.</p> <p>To measure provider’s understanding of the COS process as well as help to implement the COS process with fidelity, we have a multi-step process:</p> <ul style="list-style-type: none"> <li>○ As part of the new hire orientation, all staff must complete the COS Online Modules.</li> <li>○ To measure whether providers are completing the COS process with fidelity, we initially modified a tool from ECTA (Early Childhood Technical Assistance Center) called the COS-TC (Child Outcomes Summary Team Collaboration) Quality Practices Checklist and Descriptions. As this is quite a lengthy tool our SSIP workgroup attempted to pare it down to make it more manageable and relevant for Hawaii. In doing that, and using it for the first round of observations, it was determined that it was too pared down and the workgroup re-visited the tool and returned it almost to its original format.</li> <li>○ This tool is used by observers to observe IFSP teams during the initial COS rating at the IFSP. When the tool was implemented, it was determined that nearly all teams observed were completing the COS process with fidelity, yet our APR data was not reflecting as much. Our indicator 3 data has not met target and it was hoped that this process might address that.</li> <li>○ Hawaii was selected last year to be part of the early adoption of the COS-KC...a short online assessment of a provider’s knowledge of the COS process. All early intervention direct service providers were asked to complete by April 30, 2023. 95.5% of those completing received a passing score and certificate.</li> </ul> <p>Next steps were to use the updated COS Quality Practices Checklist to support providers who need additional support with the COS.</p> <p>SSIP workgroup are currently working on a training for observers to ensure inter-rater reliability when observing IFSP teams completing the COS. Training is scheduled for July. We are also defining how the process will look once it is rolled out. Do we do we do spot-check observations, or do we targeted observations of those who may have struggled with the COS-KC.</p>	

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	<p>Breakout Room Discussions:</p> <ul style="list-style-type: none"> <li>○ Family Outcomes:                             <ul style="list-style-type: none"> <li>● Ideas to improve representativeness and return rates: parent or peer support, look into an audio version of the family surveys in their language, seeing if there are ways to personalize cover letters to the families, also are there ways to get incentives to give families to complete the surveys.</li> </ul> </li> </ul> <p>Kong stated that division does have some monies that could be used to get gift cards or incentives for the families who do complete the surveys.</p> <ul style="list-style-type: none"> <li>○ Child Find:                             <ul style="list-style-type: none"> <li>● 3 areas that was addressed was data collection (what is the data looking like?, What is it saying to us?), Strategies of reaching those underserved populations, and what we're doing to help those families engage in our services and stay connected?</li> <li>● Strategies shared about making EI better, what can we do to market?, using technology, applying QR codes to all EI brochures and posters, connecting and collaborating with community partners. Making sure primary referral sources are clear about what EI services are about.</li> </ul> </li> </ul> <p>Sheehey asked if the vacancies are actively being recruited for or is it just the ebb and flow of whether monies are there to fund the positions? Kong responded that if there are vacancies then they are existing positions that just can't be filled at the moment. We are actively recruiting to get them filled.</p>	
<p><b>III. Council Business (10:15-11:30)</b></p>	<ul style="list-style-type: none"> <li><i>a. Legislative Bills</i></li> <li>○ <b>HB1296: DOH, Early Intervention Services, Workgroup, Deaf and Hard of Hearing Children – DID NOT PASS</b>                      Purpose: Establishes an early intervention (EI) service working group withing the Department of Health to study and recommend strategies to</li> </ul>	

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	<p>assist and support deaf and hard of hearing children, including best practices in Ei and education, and implementation strategies.                      DOH supports the bill with amendments:</p> <ul style="list-style-type: none"> <li>• Include an EIS representative on the workgroup.</li> <li>• Include a parent of a child who is deaf or hard of hearing on the workgroup.</li> <li>• Appropriated funds needed for expenses of the early intervention services workgroup.</li> </ul> <p>○ <b>Senate Bill 397 Medicaid Professional Fees- PASSED</b> Urosevich reported that Medicaid professional fees are now included in the budget. The downside to the Medicaid professional fees is that it does not support children or providers that provide special services.</p> <p>○ <b>Senate Bill 1351 Early Childhood Mental Health -DID NOT PASS</b> Urosevich reported, it was to establish an infant early childhood mental health program in the Department of Health, with one full time coordinator and to support 3 infant menta health consultants.</p> <p>○ <b>House Bill 547 Infant and Toddler Care Worker Subsidy- DID NOT PASS</b></p> <p>○ <b>House Bill 961 Preschool Open Door Subsidy Expansion- PASSED</b> Urosevich reported, this does 3 things. 1. It expands the preschool open doors subsidy program to 3-year-olds, 2. Allocated 38 million in additional funding. 3. Department of Human services is working on admin rule changes to alter the income eligibility so that more families can access the services.</p> <p><i>b. Early Learning Board Update (ELB)</i></p> <p>○ Urosevich reported, The ELB is being completely restructured and the bill passed to do that. Instead of representation from different types of program settings and stakeholder groups, it will be based on geographic representation. HEICC will no longer be represented on the ELB.</p> <p><i>c. HEICC Priorities Update &amp; Discussion</i></p> <p>Urosevich reported out on priorities:</p> <ul style="list-style-type: none"> <li>○ Family Participation and Stakeholder engagement: Urosevich will follow up todays meeting with an email out to folks who may be interested in 3 or 4</li> </ul>	

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	<p>meetings to discuss how we are restructuring the HEICC quarterly meetings to center family voice and family experience more intentionally.</p> <ul style="list-style-type: none"> <li>○ Recruitment, Onboarding, and succession planning: Lee, Urosevich and Kong have worked on a document for onboarding and succession planning.</li> <li>○ Outreach and Marketing: With Kusumoto starting the child find and public awareness workgroup when they identify what types of materials they will need HEICC can help.</li> <li>○ Policy, Data, and Budget Support: How do we position EIS to receive additional funding through federal and state investments? This is tricky because there are so many vacancies. How do we justify the need if we can't fill the positions we have now?</li> <li>○ Data Collection and Sharing: The EIS data system contract has been terminated. The EIS team is currently looking into other data systems.</li> <li>○ Transition between Part C and Part B: Work between part C and part B continue.</li> </ul> <p><b><i>d. HEICC/Exec Committee Appointments and Vacancies</i></b></p> <p>Lee reported:</p> <ul style="list-style-type: none"> <li>○ 2 Parent Members <ul style="list-style-type: none"> <li>● Jonathan Alexander fell out of contact.</li> <li>● Mai Hall is working on the paperwork.</li> </ul> </li> <li>○ Leah Muccio's Seat <ul style="list-style-type: none"> <li>● Michael Sheehey is going through the process</li> </ul> </li> <li>○ Danny Wong Seat <ul style="list-style-type: none"> <li>● A letter needs to be created and approved by Director Fink then sent to Governor Green for approval.</li> </ul> </li> <li>○ Brianna Levy Seat <ul style="list-style-type: none"> <li>● Lisa Martinez is going through the process</li> </ul> </li> <li>○ Dayna Luka Seat <ul style="list-style-type: none"> <li>● Lisa Galino will submit the paperwork.</li> </ul> </li> <li>○ Other members of interest seat <ul style="list-style-type: none"> <li>● Seat was on hold for Yuuko Arikawa-Cross. Waiting for response from her Attorney General.</li> </ul> </li> </ul>	
<p><b>IV. Public Comment (11:30)</b></p>	<p>No public comments</p>	

HAWAII EARLY INTERVENTION COORDINATING COUNCIL

Quarterly Meeting

May 24<sup>th</sup>, 2023

TOPIC	DISCUSSION	DECISION/FOLLOW-UP
<b>V. Announcements (11:30)</b>	Abellera announced that this will be Doug Mersberg's last meeting. He will be retiring.	
<b>VI. Future Meeting(s) TBC</b>	Executive Meeting: August 1 <sup>st</sup> , 10:00am-12:00pm  Quarterly Meeting: August 23 <sup>rd</sup> , 2023 9:00am-12:00pm	
<b>VII. Adjourn (11:45)</b>	Chair Urosevich adjourned the meeting at 11:45am	