

**Montgomery County Infants and Toddlers Program
Local Interagency Coordinating Council (LICC)
Collaboration Council for Children, Youth and Families**



Thursday, November 10, 2022
12:00 P.M. to 1:30 P.M. - Members and Guests
1401 Rockville Pike, Rockville, MD

Notes

I. Welcome and Executive Committee Update – **Jody**

A. Approval of Minutes from May meeting minutes - Approved

II. Updates from Offices

A. MCITP (**Mary**)

1. Record numbers of referrals – 280-330 referrals per month, up from 220-300.
2. In-person services resumed in February 2022. Virtual services remain an option for families. Annual and semi-annual sessions more likely to remain virtual
3. MA Billing Audit Completed – Annual audit completed and went well. Findings included a couple of instances of missing documentation. These are being located and will be added to records.
4. Children’s Equity Project (CEP), out of Arizona State University, is a national program addressing equity in early childhood and public education. CEP is working with our program to ensure ITP is serving all families equitably and to identify priorities and areas for improvement.
 - i. Please distribute the Family Survey:
<https://cmsinternet.mcgov.org/HHS-Program/CYF/CYFInfantToddlerPgm-p223.html>
 - ii. Family Focus Groups –
 - Met with leadership team, HHS, and Infant and Toddler Providers, any who would like to attend can daytime or session evening – information will be shared via eblast from the Family Support Network.
5. MSDE is excited about MCITP parent ambassador program goal of including more parents and supporting them through stipends.
6. MOIFSP Community Portal – Cecilia shared program elements. There will be more discussion with childcare providers to share how the portal can serve the community needs, focus groups for families will be scheduled to poll for additional elements to the IFSP that would assist them. Peer-to-peer support was suggested and discussed.

B. Family Support Network/Family Involvement Center

1. FIC Updates (**Sophia**) – Numbers in Rockville are growing; Watkins Mill group is doing community outreach to increase the number of participating families. The group discussed ideas to connect with families, suggestions included:
 - Family outreach through Community boards
 - Libraries
 - Connecting with the Collaboration Council for information on MoCo Basics program. Families can sign up for Basics on What's App. All information is available online and resources are shared with all.

2. FSN Updates (**Deborah**) – Numbers have picked up, with steady increase in family engagement. FSN is working with many programs to develop awareness about the FSN and a “whole family” approach to programs. Morning, afternoon, and evening programs are available, as well as early learning family workshops, and an early learning series for 3–4-year-olds, with a goal of kindergarten readiness. A year-round program to address early learning needs has been developed.

C. MCPS Updates- Numbers of children in the program are back to pre-pandemic levels and are growing. Due to the pandemic, some older children were referred late and have been significantly impacted because they are receiving less care than is needed before transitioning out of the program.

Planning for a 6th site is underway, and a location is being sought. Staffing the 6th site will not require additional staff initially, as existing staff will be spread out across all sites. Meanwhile, reorganization of children across current sites has balanced the numbers so no one site is overwhelmed. Plans for a dedicated infant/toddler job fair are being discussed as there is much interest in the Infant and Toddler field.

D. ECEI/FY 24 Budget Planning-(**Jody**) – preparing action plan for next 4 years. A key element is expansion support for families. A draft will be released in Spring 2023, with the launch planned for 2024. The group is also working on budget for FY24.

E. Family Resource Specialists (**Jennifer**) – New hire Jennifer Ferreira is the new Resource Specialist with Child Care Support Services (CCSS). The Resource Specialist works to connect families with services, counseling, application assistance, scholarship applications, billing, and other paperwork associated with childcare. All documents are being translated into Spanish. Families should call 240-777-GROW to schedule appointments for assistance. Families searching for childcare should call the Child Care Support Services program for assistance. A new process for Child Care Scholarships will be available in April. The new

process puts the onus on the state to get families enrolled. The elimination of the child support reporting piece from the scholarship is going to make a huge difference for families.

- F. Reestablish Committee Purpose: **(Jody)** – LICC will continue with committees the way they are. Everyone was asked to sign up again for their chosen committee.

- G. Committees- **(Jody)**
 - 1. Family Engagement – focuses on recruiting and empowering parents and encouraging their participation. The Family Support Network and Parents Place <https://www.ppmnd.org/> may be resources for recruiting new parent members.
 - 2. Inclusive Child Care – The group hasn't had a chance to meet but is very excited about Hanan and Pyramid Model training.
 - 3. Transitions – The group will provide an update on process from IT sites at March meeting

III. Committee Report Outstanding – Pushed to next meeting for lack of time.

IV. Future Plans- **(Jody)** - Pushed to next meeting for lack of time.

- 1. Membership
- 2. Chair/Co-Chair

V. Wrap-up and closing - **Jody**

LICC Meetings for FY23:

- 03/02/23 Thursday at 5:30 pm
- 05/04/23 Thursday 12 pm

Tentative Executive Committee Meetings for FY23 (Fridays at 9 am):

- 02/24/23
- 04/28/23

Acronyms:

ADA - American with Disabilities Act
CLIG - Consolidated Local Implementation Grants
COS - Child Outcome Summary
DHHS – Department of Health and Human Services
ECCC - Early Childhood Coordinating Council
ELA - Early Learning Assessment

EXCELS - Excellence Counts in Early Learning and School-Age Care, Maryland's quality rating improvement system

FIC - Family Involvement Center

IEP - Individualized Education Program

IFSP - Individualized Family Service Plan

KRA – Kindergarten Readiness Assessment

LIR--Local Implementation Results

LISS – Low Intensity Support Services

LRE - Least Restrictive Environment

MCPS – Montgomery County Public Schools

MSDE - Maryland State Department of Education

OCC - Office of Child Care

Part B - Children (ages 3-21) receive special education and related services through Part B of the Individual with Disabilities Education Act (IDEA)

Part C - The Infants and Toddlers Program is established through Part C of the Individual with Disabilities Education Act (IDEA)

PBIS – Positive Behavior Intervention Support

RBI - Routine Based Interviews

R&R - Montgomery County Child Care Resource & Referral Center

SEFEL - Social Emotional Foundation for Early Learning

SICC – State Interagency Coordinating Council

SSIP - State Systemic Improvement Plan