

**Montgomery County Infants and Toddlers Program
Local Interagency Coordinating Council (LICC)
Meeting Notes**

Members Present: Jennifer Arnaiz, Wendy Baber, Rachel Bonas, Myesha Carter, Jill Ginsburg, Nancy Hiltbrand, Lauren Mangrum, Marie Marino, Tory Pegram, Tamiaka Thomasson, Kathy Toscano, Sophia Watts-Jenkins

Members Absent: Anna Alderete, Julie Boyd, Beth Boyle, Aminata Cabrera, Susan Dowling, Faith Fischel, Katie Frieder, Deborah Gudger, Jamie Hecox, Naser Ideis, Cecilia Leger, Sonali Motha, Ernest Ojito, Monica Reaves

I. Welcome and Updates –

- **Minutes from May meeting** – vote to approve: Pushed – Not enough attendees for quorum – (12 members).
- **Membership Committee:** Wendy will lead a workgroup of 4-5 people to brainstorm outreach to recruit members for the LICC. Membership should contain:
 - 22 members, the maximum number of members is 30.
 - 20% parents or caregivers of children with developmental delays
 - At least 4 public providers:
 - MCPS
 - DHHS
 - At least 1 personnel preparation member (higher education)
 - 6 members involved in early intervention:
 - HeadStart
 - Early Headstart
 - Childcare
 - Advocacy groups
 - 1 elected official
 - MCITP regional site program coordinators
 - Someone in the medical field would be a good addition but is not a requirement.
- **Staffing updates-** Wendy and Faith
 - DHHS: Program Manager II, Jill Ginsberg has joined the MCITP team and will fill Wendy's previous position.
 - DHHS: Hiring 4 Community Service Aide (CSA) personnel to support Intake at the sites.
 - DHHS: Hiring 1 Data personnel to support Emory Grove
 - DHHS: Medical Outreach coordinator position is now Merit, Johanna, who is currently filling the position as a contractor, will apply.
 - MCPS: Hiring 1 paraeducator for East County site.
 - MCPS: Hiring site secretary for East County site.
- **Family Support Network (FSN) updates** – Jill L. (Wendy filling in) –
 - a. **Early learning community-based groups** – mixed; ITP and community children
 - Emory Grove – meets at Whetstone Recreation center – 2.5 years and older. Meets weekly on Fridays, an increase from years past.
 - Up County – two groups: one for 2-year-olds, and one for 3-year-olds, beginning on October 4th. Groups will meet at Up County Regional Services Center in Germantown.
 - East County will connect with Jill L. to share groups they have as well.
 - **Parents Interacting with Children (PIWI)**
 - Children 6-15 months
 - Meets Fridays at Rockville Family Involvement Center (FIC)

- Currently only one family is enrolled – Action: flyer shared with LICC; please share with your networks.
- Start date may be pushed back if more families are not enrolled.
- **Family Learning Series Guides**
 - Guides are in English, Spanish, and Amharic
 - Guides are linked in monthly newsletters.
 - All workshops for the entire year are listed, along with Zoom registration links.
- **Pinwheel Launch**
 - 25 providers have been trained and will invite 1 family to pilot the program.
- **Membership Committee**
 - A Nominating Committee was formed. The committee is composed of 3 LICC members and 1 committee chair. The group will meet annually to review outreach, vacancies and potential new LICC members.
 - Wendy will chair, and Tory, Sophia, and Jill G. will be members.

I. Committee break outs -

- Chair: review committee goal
- Establish meeting schedule.
- Identify one action item to share back with the group.
 - Family Engagement:
 - a. Chaired by Deborah Gudger (Jill will be substitute)
 - b. Goal: Focus on exploring ways to reach out to families already in the ITP and to new families in the community.
 - Inclusive Childcare:
 - a. Chaired by Tamioka and Lauren
 - b. Goal: Focus on improving communication with childcare programs, family childcare centers, and providers, on making classrooms more inclusive to ensure children in the ITP can engage with their peers who are not in the ITP program.
 - Transition:
 - a. Chaired by Faith
 - b. Goal: Focus on improving the transition process of ITP children to next level, prekindergarten, and kindergarten. Families often struggle with this, and the committee works to make the process more user friendly.

II. Committee Chairs share back action item:

- **Family Engagement** –
 - **Goal(s):**
 - Reach out to the Amharic community through word of mouth, the FIC and conversations with community leaders and families.
 - Provide ITP materials in Amharic.
 - Action: resend email to leaders in the Amharic community.
 - **Ideas:**
 - Reach out to Rosemary Hills ES
 - Possibly connect with Amharic board book author in Silver Spring

- **Inclusive ChildCare –**
 - **Goal(s):**
 - Action: CC survey for feedback from childcare providers – follow up with Beth Boyle to send
 - Action: Get Learning Language and Loving It (LLLI) up at all ITP regional sites
 - Develop a childcare workgroup to work on childcare development agreements.
- **Transitions –** The committee disbanded this committee as it was always intended to be a temporary group.
 - PEP tours are on hold.
 - Expanded the Family Learning series – each site will host one virtual session.

III. Adjournment - the meeting was adjourned at 2:00 p.m.

ACTIONS:

- East County site will share early learning community groups with Jill L.
- Family Engagement committee will resend email to leaders in the Amharic community.
- Inclusive childcare will send survey for feedback from childcare providers – follow up with Beth Boyle to send.
- Inclusive Childcare will get Learning Language and Loving It (LLLI) up at all ITP regional sites.
- PIWI flyer was handed out – Please share with your networks.

FY25 Full Committee Meetings:

Date	Platform	Time
Thursday, September 26, 2024	In-Person	1-2 pm
Thursday, November 14, 2024	Virtual – Zoom	7-8 pm
Thursday, March 20, 2025	In-Person	1-2 pm
Thursday, May 22, 2025	Virtual – Zoom	7-8 pm

FY25 Executive Committee Meetings:

Date	Platform	Time
Thursday, September 12, 2024	Virtual – Zoom	2-3 pm
Thursday, November 07, 2024	Virtual – Zoom	2-3 pm
Thursday, March 13, 2025	Virtual – Zoom	2-3 pm
Thursday, May 15, 2025	Virtual – Zoom	2-3 pm

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