

Florida Interagency Coordinating Council for Infants and Toddlers  
Quarterly Meeting  
November 3, 2016

Meeting Minutes

<b>Member Name</b>	<b>Member Seat</b>	<b>Present Via Webinar</b>
Laurie Blades	Member from the agency responsible for children's mental health	X
Kim Carr	Public/private provider of early intervention services	X
Liz Cayson	At large member	X
Lilli Copp	Member from a Head Start Program	X
Sara Evans	Parent of child with disability age 12 or younger	X
Anitere Flores	Member from the State Legislature	
Skip Forsyth	Office of Coordination of Education of Homeless Children & Youth	X
Arwyn Holmes	Parent of child with disability age 6 or younger	
Erin Hough	Member from the state child welfare agency responsible for foster care	
Judith Levin	Member from personnel preparation program	X
Betty Jo Pate	Member from the agency responsible for the State regulation of private health insurance	X
Misty Porter	Parent of child with disability age 12 or younger	X
Lourdes Quintana	Public/private provider of early intervention services	X
LaKera Reddick	Member from the agency responsible for the State Medicaid and CHIP program	X
Kathleen Vergara	Public/private provider of early intervention services	X
Monica Verra-Tirado	Member of the state education agency responsible for preschool services to children with disabilities	X
Samantha Wass de Czege	Member from the state agency responsible for child care	X
Ilene Wilkins	Public/private provider of early intervention services	X
<b>Guests</b>	<b>Affiliation</b>	<b>Present (In Person)</b>
Marissa Barrera	Treasure Coast Early Steps	X
Annalise Campisi	Bay Area Early Steps	X
Jennifer Elmore	Florida Department of Health	X
Richard Fay	Infant and Toddler Developmental Specialist	X
Renee Jenkins	Florida Department of Health	X
Jamie Johnson	West Central Early Steps	X
Ghia Kelly	Florida MIECHV	X

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Angela Marcus	Florida Department of Health	X
Jennifer Martin	Florida Department of Health	X
Allison Parish	Florida MIECHV	X
Cassandra Pasley	Florida Department of Health	X
Althea Puzio	Space Coast Early Steps	X
Ray Rodriquez	North Dade Early Steps	X
Kelly Rogers	Florida Department of Health	X
April Smith	Northeastern Early Steps	X
Dina Snider	Big Bend Early Steps	X
Carole West	Florida Department of Education	X

**Call to Order** – *Dr. Ilene Wilkins, Chair*

- Member roll call: The presence of a quorum was established with fifteen of the eighteen members in attendance via webinar.
- Welcome, introductions, and agenda review.
- Presentation of the July 27, 2016 Meeting Minutes.

Motion: Approval of the July 27, 2016 Meeting Minutes  
 Motion Made By: Liz Cayson  
 Seconded Motion: Monica Verra-Tirado  
 Discussion: None  
 Motion Passed

The Council voted unanimously to approve the July 27, 2016 Meeting Minutes as presented with no abstentions, or negative votes.

**Lead Agency Update** – *Cassandra G. Pasley, Director, Division of Children’s Medical Services, Florida Department of Health*

Director Pasley provided updates from the Early Steps State Office including:

- Staff Update;
- Zika;
- IFSP Document;
- SSIP;
- Provider Enrollment;
- Quality Assurance Activities;

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- Contract Monitoring; and
- Budget.

**Early Steps Annual Report** – *Renee Jenkins, Early Steps Program Administrator*

An overview of the annual report that assesses the performance of the Early Steps Program was provided to the Council. The report will include background information about the Program, including legislative, funding, and programmatic information; Program structure; and 2015-2016 Program performance data. The report will be submitted to the Governor, the President of the Senate, the Speaker of the House of Representatives, and the Florida Interagency Coordinating Council for Infants and Toddlers by December 1, 2016, as required by 391.308(5), Florida Statutes.

**Focus Group** – *Jennifer Elmore, Health Programs Administrator*

A focus group was conducted to solicit feedback from the Council on four topical areas that included family-centered practices, evaluation and assessment, Individualized Family Support Plans, and service delivery. The Council identified strengths, barriers, and opportunities or improvement. The feedback obtained will be used to establish Program priorities via the State Plan required per 391.308(2)(c), Florida Statutes.

**Public Comment**

No public comment was received.

**Next Steps, Announcements** - *Dr. Ilene Wilkins, Chair*

The next Quarterly Meeting is January 26, 2017 in Orlando, Florida.

Motion: Meeting Adjournment Motion Made By: Liz Cayson Seconded Motion: Lourdes Quintana Discussion: None Motion Passed
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**Meeting Adjourned**