**Early Intervention ICC Fiscal & Operations Subcommittee meeting Feb, April 11,2024**

**Roll Call** (\*appointed members)**:**

|  |  |  |
| --- | --- | --- |
| **Name** | **Email address** | **Present: Y/N** |
| Lori Russell **(co-chair)\*** | lrussell@aspiredevelopmental.org | Y |
| Zulmira Allcock **(co-chair)\*** | zallcock@ahsinc.org | Y |
| Jheanell West **\*** | jheanellwest@gmail.com | Y |
| Colleen Wellman **\*** | cwellman@ahsinc.org | Y |
| Scott Geer (DPH) **\*** | Scott.W.Geer@mass.gov | Y |
| Maura Murphy | mmurphy@criterionchild.com | N |
| Cheryl Bruk | cbruk@thepccd.org | Y |
| Judy Thomas  | Jthomas@ahsinc.org | Y |
| Nicole Constantino | nconstantino@meetingstreet.org |  |
| Anne Marsh | amarsh@thomchild.org |  |
| Tanya Mateer | tmateer@thomchild.org | Y |
| Karen LaPan | klapan@thomchild.org | Y |
| Alex Chatfield | AChatfield@minutemanarc.org |  |
| Deeptha Ramalingam (DPH) | Deeptha.Ramalingam@mass.gov | Y |

**Agenda**

* **Welcome**
	+ Zulmira Allcock provided opening comments and conducted roll call.
* **Review and Approval of Minutes from March Meeting**
	+ March notes were reviewed, voted on, and were unanimously approved (LR, ZA, CW, SG).
* **Fiscal Federal and State updates**
	+ Any word on procurements? Molly/Emily from DPH\_EI would be able to confirm.
	+ EI Fiscal officer (manager) position to be filled in the coming weeks.
	+ Future of the Fiscal subcommittee meeting occurrence/frequency. Might have a break for summer and resume in Fall.

* **Ongoing Business**
	+ Concerns over TB outbreak.
* **Review Part C application budget for 2025**
	+ FFY 24 Part C Grant application now available on the website.
	+ Section 427 of the General Education Provisions Act applies to Part C.
	+ Suggestion from ZA: Go over the details of Part C/GEPA in future Technical Assistance Webinars.
	+ Data Reports requested considering increasing EI enrollments. (ZA)
	+ Encounter claims’ accuracy and completeness and its impact insisted by Fiscal manager.
	+ Budget includes projected spending for personnels expected to be hired.
	+ Concerns over the costs/funds for Certification for Early Intervention Specialists process expressed (Joanne Sweeney).
	+ Most of the direct services are paid out of the state line.
	+ Restricted Indirect costs.
	+ Additional comments/questions can be submitted through the State website. SG to share the deadline to submit comments.
* **General Discussion**
	+ Proposal to move the meetings to a bimonthly schedule beginning June 2024.
	+ Next meeting will be on **June 13, 2024**.