**Early Intervention ICC Fiscal & Operations Subcommittee meeting , June 13,2024**

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

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| **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 | N |
| Colleen Wellman **\*** | cwellman@ahsinc.org | Y |
| Scott Geer (DPH) **\*** | Scott.W.Geer@mass.gov | Y |
| George Wong (DPH) |  |  |
| Deeptha Ramalingam (DPH) | Deeptha.Ramalingam@mass.gov | Y |
| Maura Murphy | mmurphy@criterionchild.com | N |
| Cheryl Bruk | cbruk@thepccd.org | N |
| Judy Thomas  | Jthomas@ahsinc.org | Y |
| Tanya Mateer | tmateer@thomchild.org | Y |
| Karen LaPan | klapan@thomchild.org | Y |
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**Agenda**

* **Welcome**
	+ Zulmira Allcock provided opening comments and conducted roll call.
* **Review and Approval of Minutes from March Meeting**
	+ April notes were reviewed, voted on, and were unanimously approved (LR, ZA, SG).
* **Fiscal Federal and State updates**
	+ Earmark payments not anticipated this year owing to the rate increase.
	+ EI Finance officer (manager) will start on July 8, 2024.

* **Mission statement/ charge for ICC Fiscal Subcommittee**

Mission statement/charge and What does success look like approved by the committee.

* The Fiscal Subcommittee will advise and assist the ICC on Fiscal Viability, Accountability, and Sustainability of the MA Part C program.
* What does success look like in June 2026?
* Review Fiscal reporting, Fiscal Auditing & Monitoring Procedures (DMS 2.0)
* Universal policy implementation such as an updated Reimbursement manual.
* Collaborating and developing a process to review the Part C Application and budget on an annual basis.
* Support priority development (special projects like shelter support, interpreter services and emerging needs).
* Collaborating on Training oversight such as technical assistance, webinars, family and provider fiscal information.
* **General Discussion**
	+ Fiscal reports to be shared in August 2024.
	+ Fiscal Auditing – Fiscal team working with the COSS (Molly Gilbride’s) team.
	+ Reimbursement manual being reviewed and updated.
	+ Family engagement team developing tool kits that would aid families in understanding the Healthcare Insurance benefits and billing.
	+ Next meeting will be on August 8, 2024.
	+ FY 25 ICC Steering Committee & FY 25 ICC General Session schedule:
		- 10/10/24
		- 11/14/24
		- 12/05/24
		- 01/09/25
		- 02/06/25
		- 03/13/25
		- 05/01/25
	+ FY 25 ICC Fiscal Sub Committee meeting schedule:
		- August 8, 24 (Introduction to the new Finance manager/initial review of policy)
		- September 12, 24 (Reviewing Initial Fiscal Report/Fiscal Auditing)
		- November 14, 24 (TBD)
		- January 09, 25 (Reimbursement manual - Final review of policy)
		- February 13, 25 (Budget data deep dive in preparation of Part C application input)
		- April 10, 25 (Part C application review)
		- June 12, 25 (FY 26 planning)