**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)