



# Massachusetts Department of Public Health

## ICC Service Quality Committee

November 25, 2025

Early Intervention Division

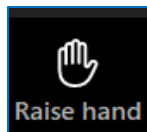
# This meeting will begin shortly

Please standby as appointed ICC members join, and we calculate quorum.

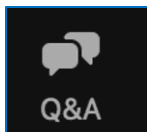
Only appointed ICC members will have access to camera and microphone throughout the meeting.

**Public participation is encouraged.**

- Please click the ***raise hand*** feature or use the **Q&A** to provide comment(s).
- Please ***display your full name*** so minutes accurately reflect your statements



**Raise hand:** Attendee may be given access to microphone to ask question and/or comment



**Q&A:** Questions will be answered directly via the Q&A feature

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# Welcome & Roll Call

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# Roll Call Attendance – Appointed Members

**Roll Call:** Please unmute so prepare to verbally acknowledge your attendance by saying “**Present**” when your name is called

To comply with the Open Meeting Law, a quorum of appointed members must be established.

**Quorum: A simple majority (51%)** of the members of a public body, unless otherwise provided in a general or special law, executive order, or other authorizing provision. G.L. c. 30A, § 18

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# Review Agenda

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# Agenda

- Welcome
  - Roll call
  - Review and approval of minutes from 5/20/2025 and 4/29/2025
- Housekeeping
  - Zoom Format
  - Vote on Meeting Notes
- Review Subcommittee charge
- Plan for upcoming meetings
  - Guest speakers and presentations we would like to see
- Review Federal Guidance on Native Language
- Review Federal Guidance on documents in the Native Language
- Review Monitoring of Native Language
- Public participation
  - This is the time to ask questions and offer feedback on any items on the agenda.
- Public comment
  - This is the time to share feedback and suggest future agenda items.
- Adjourn meeting

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# **Vote Minutes 09.30.2025**

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# Vote May Minutes

**Cameras:** Camera should be on throughout, but **required** for roll call & voting

**Voting Responses:** Please respond either "Yes", "No", or "Abstain"

Attendance 9/30/25	
Mallorie Brown	Dina Tedeschi
Colleen O'Brien	
Molly Gilbride	

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# Open Items

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# Review Charge

Track transition metrics and identify opportunities to reduce disparities, monitor federal reporting and disaggregated reporting to improve equity (incl. SPP & APR).

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# Cyclical Monitoring

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# Federal Regulations for General Supervision



Monitoring agencies, institutions, organizations, and EIS providers used by the State to carry out part C of the Act;



(ii) Enforcing any obligations imposed on those agencies, institutions, organizations, and EIS providers under part C of the Act and these regulations;



(iii) Providing technical assistance, if necessary, to those agencies, institutions, organizations, and EIS providers;



(iv) Correcting any noncompliance identified through monitoring as soon as possible and in no case later than one year after the lead agency's identification of the noncompliance; and

# Areas of Focus

5 Main  
Areas of  
Focus for  
Cyclical  
Monitoring:

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Compliance Indicators

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Results Indicators

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Data

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Fiscal

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Dispute Resolution

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# Understanding Cyclical Monitoring



The goal of the cyclical monitoring process is to improve outcomes and results for infants and toddlers with disabilities and their families



Cyclical monitoring will focus on EIS program's systems; including policies and procedures and evidence of implementation of those procedures for IDEA part C requirements

# Child Find

General	Sub Domain	Policy and Procedure	Record Review	Additional Docs	Staff and Family Interviews
Child Find	Referral	X		X	X
	Native Language	X	X		X

# Discussion Question

What could be added to cyclical monitoring to monitor transition more comprehensively?

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# Native Language

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# Federal Regulations [303.25](#) Native language

- [\(a\)](#) Native language, when used with respect to an individual who is limited English proficient or LEP (as that term is defined in section 602(18) of the Act), means—
- [\(1\)](#) The language normally used by that individual, or, in the case of a child, the language normally used by the parents of the child, except as provided in paragraph (a)(2) of this section; and
- [\(2\)](#) For evaluations and assessments conducted pursuant to [§303.321](#)(a)(5) and (a)(6), the language normally used by the child, if determined developmentally appropriate for the child by qualified personnel conducting the evaluation or assessment.

# Federal Regulations 303.25 Native language

- (b) Native language, when used with respect to an individual who is deaf or hard of hearing, blind or visually impaired, or for an individual with no written language, means the mode of communication that is normally used by the individual (such as sign language, braille, or oral communication).

# Native Language Requirements

- (6) Written prior notice to the parents of the infant or toddler with a disability whenever the State agency or service provider proposes to initiate or change, or refuses to initiate or change, the identification, evaluation, or placement of the infant or toddler with a disability, or the provision of appropriate early intervention services to the infant or toddler.
- (7) Procedures designed to ensure that the notice required by paragraph (6) fully informs the parents, **in the parents' native language**, unless it clearly is not feasible to do so, of all procedures available pursuant to this section.

# Native Language Requirements

- Unless clearly not feasible to do so, all evaluations and assessments of a child must be conducted in the native language of the child, in accordance with the definition of *native language* in [§ 303.25](#).
- Unless clearly not feasible to do so, family assessments must be conducted in the native language of the family members being assessed, in accordance with the definition of native language in § 303.25.

# Native Language Requirements

- Consent.
- The permission obtained from the parent ensuring they are fully informed of all information about the activity for which consent is sought, in his or her native language or in another mode of communication if necessary, and that the parent understands and agrees in writing to the implementation of the activity for which permission is sought.

# Native Language Requirements

- An initial IFSP meeting is held with eligible families within 45 days of referral for the purpose of developing the plan. An IFSP meeting is convened in settings and at times that are convenient for the family and within the Early Intervention program's hours of operation. IFSP meetings will be conducted in the native language of the family unless clearly not feasible to do so.

# Native Language Requirements

- The notice must be:
  - a. written in language understandable to the general public, and
  - b. provided in the native language of the parents, unless it is clearly not feasible to do so.
- 1. If the native language (as defined in Section II of these standards) or other mode of communication is not written language, the service coordinator must:
  - a) translate the notice in a manner acceptable and understood by the parent,
  - b) document that the notice has been translated in a manner acceptable and understood by the parent, and
  - c) provide the parent an opportunity to discuss the contents of the notice and have questions answered.

# Discussion Question

What advice do you have for the EI Division for ensuring programs are meeting the native language requirement for families?

# Adjourn

**Next Meeting**

**Tuesday January 27, 2026**

**9:15am**