

July 15, 2025 - Meeting Minutes

TYPE OF MEETING	Statewide Interagency Coordinating Council
MEMBERS PRESENT	Chase Davenport, Lisa Manis, Andrea Hughie, Jill Rogers, Kristin Garner, Catherine Knowles, Alacia Stainbrook, Amy Slack, Jessica Beaver, Kathleen Simcoe, Scott McAnally, Gwen Laaser, Shelby Ritter, Amanda Mason, Angela Miller, Tara Milen, Mary Fleck, Jeremy Wright, Michelle Fox, Melissa Binkley
MEMBERS ABSENT	Kimberly Wingate, Andrea Goins, Gary Smith, Tim Cooper, Sen. Ferrel Haile, Rebecca Aslinger, Jane Wilson-Moses, Caitlin Wise
DIDD STAFF PRESENT	Shannon Pargin, Jaime Hampton, Carly Carlton, Jessica Shook, JoAnn Hinkle, Beth Hailey, Serena White, Charmaine Woods, Kendra Wurm, Jeanna McCloud, Kelly Hyde, Amanda Sheaffer, Angie Powell, Holly Wilson, Amber Jones, Robin Crutcher
GUESTS	Many guests were present.

INTRODUCTIONS/REVIEW/APPROVAL OF MEETING MINUTES

Ms. Beaver welcomed everyone in attendance. The minutes from the April meeting were reviewed and approved. The agenda for the April meeting was reviewed and approved.

TEIS LEADERSHIP UPDATES

TEIS Leadership

TEIS Leadership gave the following updates:

- TEIS Institute – 2nd cohort will take place on July 31 - Six Service Coordinators will be participating
- Greater Nashville, Memphis Delta and East TN POE visits
- A Step Ahead and Great Adventures visits
- Beam signing for placement in new building

Part C Implementation:

- Positions
 - 1 PC position open in Greater Nashville
- JoAnn Hinkle completed Summer EI communication series presentation with a staff Q & A
- IPP’s are due by July 31

Contracts:

- Meeting with potential new vendors that would like to learn more about becoming a vendor with TEIS
- Added eleven (11) new vendors
- Amended seventeen (17) contracts to add services and/or settings
- Continuing to hold vendor trainings

IDEA Implementation:

- Clarity
- Purpose
- Efficiency
- Federal Determination
- Federal Reports



- Compliance Monitoring Update

Staff & Provider Engagement:

- Early Intervention Endorsement: Intro Course
- Early Intervention Recruitment Tools
- ADA Compliance
- Ongoing Trainings & Support

TEIS Initiatives:

- West Time for Teaming: May 1, 2025
- Time for Teaming
 - Middle
 - East

Data:

- Current Active Child Count
- Cumulative Child Count for FY 25
- Current Extended Option Enrollment
- Total Enrollment since beginning of EO

WEST REGION UPDATES

Elizabeth McClarin, Jenny Patterson, Angie Powell

Requests for a copy of this presentation can be sent to Carly.Carlton@tn.gov.

Highlights include:

- Who We Are
- Northwest Highlights
- Southwest Highlights
- Memphis Delta Highlights
- Teaming 2025
- Where We Are Now
- Continuity Across the Region
- Referral Growth across the region

IDEA IMPLEMENTATION PRESENTATION

Shannon Pargin

Requests for a copy of this presentations can be sent to Carly.Carlton@tn.gov.

Highlights include:

- Team Approach
- Monitoring
- Federal Reporting
- State Systemic Improvement Plan (SSIP)
- Hope Family Survey



- Program Determinations
- Federal Regulatory Requirements

MEETING SURVEY DISCUSSION

Council

Highlights include:

- Length of meeting
- Information presented is informative and relevant
- Components found that were most helpful and engaging
- Current challenges or opportunities in early intervention
- Types of cross sector discussions
- Suggestions to improve structure/length of meeting
- Terms of appointment

BYLAWS AMENDMENT

Council

The amendment was voted on and approved by Jill Rogers.

ADVISORY COUNCIL UPDATES

Advisory Council Chairs

Michelle Fox shared that the EIRA Advisory Council continues to work on the Best Practice for Teaming Guide. TEIS is working on how to incorporate the service coordinators in the guide since service coordinators generally plan the meetings and services. Our next meeting is August 12, 2025 at 9:00am.

Kathleen Simcoe shared that the Vendor Advisory Council met on July 10th. We heard updates from TEIS regarding vendor visits from the Provider Support team and discussed recent billing challenges vendors have experienced, e.g., timely payment of invoices. TEIS staff had identified the same concern and a new team member is starting soon in billing to reduce invoice processing time. Recent increases to vendor rates for home and community services were also reviewed.

PUBLIC COMMENT

There were no public comments at this SICC meeting.

CLOSING REMARKS

Adjournment at 11:30.

ACTION ITEMS/NEXT MEETING DATE



Next meeting: October 21 from 9 a.m. to 12 p.m. at MTRO, Debra K. Payne Conference Room.

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