

Early Support
for Infants
and Toddlers



SICC Standing Committee Description Overview – In progress

	Data Committee	Finance/Funding	Public Policy	Personnel & Training	Family Leadership & Involvement (FLIC)
Brief Description	The Data Committee reviews the Early Support for Infants and Toddlers (ESIT) program data and reports for trends, including reports related to ESIT’s Statewide Improvement Plan (SSIP); provides recommendations to the SICC for multi-agency approaches to improve service and data outcomes. The Data Committee will consider other groups that this committee fits within, such as Results-Washington.	The objective of the Finance Committee is to maintain a sustainable system for early intervention that supports streamlined, equitable statewide funding of services for infants, toddlers, and their families and promotes best practice in early intervention. The Finance Committee reviews issues related to funding, including annual budget, funding formulas, funding allocation, and accessing funding sources. The Finance Committee reports findings and makes recommendations to SICC.	The Public Policy Committee promotes coordination and education strategies related to legislation and makes recommendations to the SICC. This committee updates the SICC of legislative activities that focus on early intervention, early learning and family support needs. The Public Policy Committee will advise or assist other agencies with the transition to Part B. This committee will partner with the Family Leadership and Involvement Committee (FLIC) to ensure the parent perspective and voice is captured.	The Personnel and Training Committee reviews issues with a focus on pre-service and in-service training and personnel standards. This committee reports findings and provides recommendations to the SICC regarding personnel strategies for professional gaps and shortages.	The Family Leadership and Involvement Committee works to build leadership skills, relationships, share family perspectives and identify ways to improve the early intervention service systems for families in Washington state.

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Member Representation	<ul style="list-style-type: none"> • Parent with experience in early intervention • Experience identifying state data needs • Experience providing data system training • Diverse geographic representation (family resources coordinators, local lead agencies, providers, data entry, agency manager) • Individuals looking at SSIP data • School district representation • Experience analyzing data 	<ul style="list-style-type: none"> • Parent with experience in early intervention • Diverse Geographic Representation (family resources coordinators, local lead agencies, providers, data entry, agency manager) • School District Representation • Experience in analyzing fiscal data and funding allocations 	<ul style="list-style-type: none"> • Parent with early intervention experience • FLIC member liaison • Knowledge of early intervention (EI) and legislative background <ul style="list-style-type: none"> - If not legislative, then strong EI knowledge and, - Ability to publicly advocate • Diverse Geographic Representation (family resources coordinators, local lead agencies, providers, data entry, agency manager) 	<ul style="list-style-type: none"> • Parent • Representative from Higher Education • Representative from Washington State School of the Blind (WSSB) and Washington State Center for Childhood Deafness and Hearing Loss (CDHL) • ESIT stakeholders • Diverse Geographic Representation (family resources coordinators, local lead agencies, providers, data entry, agency manager) 	<ul style="list-style-type: none"> • Families with a child or family members that is currently participating in or has participated in the Early Intervention System in Washington state. • Statewide representation • Every effort will be made to ensure cultural diversity, as well as diversity in disability representation

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Time Commitment	<ul style="list-style-type: none"> Check-in meeting prior to the SICC Monthly or quarterly meetings <p>Length of Term:</p> <ul style="list-style-type: none"> Follows SICC member's current term Non-SICC members serve one year; and two year terms thereafter 	<ul style="list-style-type: none"> Monthly meetings, 90 minutes Meeting times may increase depending on topic being addressed <p>Length of Term:</p> <ul style="list-style-type: none"> Follows SICC member's current term Non-SICC members serve one year; and two year terms thereafter 	<ul style="list-style-type: none"> Quarterly meetings, based on current priorities Monthly calls Operate in 2 year blocks – more frequent around budget development <p>Length of Term:</p> <ul style="list-style-type: none"> Follows SICC member's current term Non-SICC members serve one year; and two year terms thereafter 	<ul style="list-style-type: none"> Monthly or quarterly meetings Workgroups may need to meet and work between meetings <p>Length of Term:</p> <ul style="list-style-type: none"> Follows SICC member's current term Non-SICC members serve one year; and two year terms thereafter 	<ul style="list-style-type: none"> Check-in meeting prior to the SICC Monthly or quarterly meetings <p>Length of Term:</p> <ul style="list-style-type: none"> Two year term
Committee Chair Responsibilities:	<ul style="list-style-type: none"> Attend all meetings or notify DEL ESIT if unable to attend Prepare the agenda (or designate another member) Facilitate meetings Identify a secretary or note taker for meetings 			<ul style="list-style-type: none"> Communicate with other committee chairs Report out at the SICC (or designate another member) Ensure meeting minutes are sent to DEL ESIT within one week of meeting 	
Committee Member Responsibilities:	<ul style="list-style-type: none"> Attend all meetings or notify committee chair if unable to attend Advise and assist the committee in meeting committee objectives Share information and knowledge on committee topics 				
ESIT Staff Responsibilities:	<ul style="list-style-type: none"> Support the committee in reaching their goals (accessing and distributing resources) Answer questions related to the ESIT program, federal regulations, and policies 				