

**April 15, 2025**

## **MESSAGE FROM THE PART C COORDINATOR**

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We have a variety of updates for you today, including several compliance-related updates, additional information about the upcoming EI Family Questionnaire process, and the registration and agenda for the DEC Virtual Service Coordination Institute.

Please feel free to reach out to me at [Taylor.Hammond@childrenandyouth.ohio.gov](mailto:Taylor.Hammond@childrenandyouth.ohio.gov) with ideas, questions, or suggestions any time.

## **PROGRAM UPDATES**

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### *May 1 Local Educational Agency (LEA) Notification*

As a reminder, the quarterly LEA reporting requirement is coming up at the end of the month. Under Ohio Administrative Code (OAC) 5180-10-02(L)(1)(a), the EI service coordination agency must notify the LEA (with parent consent) of children who will turn three within the next year by the first day of February, May, August, and November.

This report is available in the EI Data System (EIDS) in both Excel and PDF formats. You may use either version, but please remember the following:

- The May 1 LEA report must be run no earlier than April 21 and no later than May 1.
- It is expected that child information will be updated in a timely manner to ensure the LEA reports in EIDS are accurate.
- Only the sections of the report that are relevant to a particular LEA should be sent to that LEA, not the entire report.
- If you are not sure which LEA should be selected for a specific child, we encourage you to contact the relevant educational service center (ESC) for clarification. Contact information for all of the ESCs and public school districts, along with a map of districts, is available here:

<http://education.ohio.gov/Topics/Data/Ohio-Educational-Directory-System-OEDS>

This quarterly report must be provided to the LEAs no later than May 1. The report does **not** need to be submitted to DCY, but we encourage you to keep a copy for your records. If you have any questions, please contact Erin Hale at

[Erin.Hale@childrenandyouth.ohio.gov](mailto:Erin.Hale@childrenandyouth.ohio.gov).

## *2025 EI Family Questionnaire*

In the April 1 EI Program Update, we announced that the 2025 EI Family Questionnaire process would follow the same timeline as 2024. We now anticipate that questionnaires will be distributed in mid- to late May. DCY will host a webinar on May 13 from 2:00pm to 3:00pm to review the EI Family Questionnaire process and share tips for engaging families. Join the webinar using the following link:

### [2025 EI Family Questionnaire Webinar](#)

Please register [here](#) if you would like DCY to send you a calendar invitation for the event. We will send invitations the week prior to the webinar. We encourage anyone involved in the Family Questionnaire process to attend.

## *State Fiscal Year 2025 (SFY25) Timely Receipt of Services (TRS) and Transition Baseline Analyses*

The SFY25 TRS and Transition baseline activities are underway. Compliance inquiries were sent to all participating counties on March 20 and due back to DCY by April 10. DCY is currently reviewing submitted information, requesting clarification information as needed, and incorporating inquiry data. The final analysis is expected to be completed and results memos sent by June 17.

## *SFY25 45-Day Baseline Analysis*

Activities related to the SFY25 45-Day baseline compliance analysis are also underway. DCY hosted a webinar on March 25 to go over the 45-Day baseline process. The webinar slides and recording have been posted to the Ohio EI website and can be accessed [here](#). Included counties have until April 17 to review and clean their data and until April 22 to re-enter data after any applicable data deletions. Compliance data for the analysis will be extracted on April 23rd.

## *Federal Fiscal Year 2025 (FFY25) Part C Application*

The Department of Children and Youth (DCY) will be applying this upcoming fiscal year for federal Part C funds. The application for funding has been posted for 60 days of public participation. The department will accept public comment on the application through April 20 and the application will remain posted through May 20. You can access the application here:

<https://ohioearlyintervention.org/federal-reporting-and-postings>

## RESOURCES AND TRAINING OPPORTUNITIES

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### *DEC Virtual Service Coordination Institute Registration and Agenda*

Registration is now open, and the schedule has been released for the DEC Virtual Institute on May 2. Please note the following information regarding registration:

- Registration is a two-step process, and group registration is available.
- Complete both steps in the registration process (Step 1: Payment and Step 2: zoom registration link, which is emailed after payment is received) to gain access to a unique Zoom link to join on May 2, 2025.
- Group registrations will be handled by the person distributing the Zoom registration link (Step 2) to the individuals they register so they can fill out the form and access their unique Zoom link for the event.
- Registration FAQs are available on the [DEC Virtual SC Institute webpage](#).

See the attached flyer (below) for the agenda and information on how to register.



**May 2, 2025**  
**10:30 a.m. - 4:30 p.m. ET**

## Agenda

10:15 – 10:30 a.m.	<b>Zoom Conference Room Opens</b>
10:30 – 11:30 a.m.	<b>Opening Session</b> Peggy Kemp, DEC Exec. Director Maureen Greer, IDEA ITCA Director
	<b>History of Service of Coordination</b> Mary Beth Bruder, PhD
11:30 a.m. – 12:45 p.m.	<b>Morning Sessions</b>
12:45 – 1:30 p.m.	<b>Lunch</b>
1:30 – 2:30 p.m.	<b>Keynote - Celebrating Service Coordinators: The Essential Professionals Who Lead the Way in Early Intervention</b> Dana Childress, PhD - Assistant Professor Early Childhood Special Education, Odu
2:30 – 2:45 p.m.	<b>Break</b>
2:45 – 4:00 p.m.	<b>Afternoon Sessions</b>
4:00 – 4:30 p.m.	<b>Closing Session</b> Peggy Kemp DEC Executive Director (Key Takeaways, Feedback Forms, Certificate of Attendance Instructions and Prizes)

## REGISTER NOW

[www.dec-sped.org/scinstitute2025](http://www.dec-sped.org/scinstitute2025)

### Fees:

- DEC Member and group (5+) \$50 per person
- Non DEC Member \$75 per person

**Questions?** Email us at [dec@dec-sped.org](mailto:dec@dec-sped.org)

Zoom login information will be emailed upon registration.

## Morning Sessions

### Service Coordination Sessions

- **Navigating Intra-Family Conflict in Service Coordination: Establishing Roles, Setting Boundaries, and Maintaining Neutrality**
  - Kelly Rauscher, BA
  - Betsy Newman, M.Ed
- **Scenario-Based Reflections to Effectively Use the Knowledge and Skills for Service Coordinators**
  - Cori Hill, M.Ed.
  - Adriana Gallego, MS, CMP
  - Melissa Hardison, BS
- **We Matter Too: Self Care Strategies for Service Coordinators**
  - Patricia "Patty" Eitemiller, M.Ed
  - Corey Herd Cassidy, Ph.D., CCC-SLP
- **Writing Family-Centered IFSP Outcomes**
  - Kimberly Travers, M.Ed, ABD
  - Demetres Thomas, Ed. S, M.Ed.
  - Becky Haymond, BSW, M.Ed, LSW

### Leadership Tracks

- **Elevating Service Coordination: Integrating Knowledge and Skills for Success**
  - Susan Connor, Ed.M.
  - Jennifer Brown, M.A.
  - Monica Ingram-Patrick
- **Leading with Compassion**
  - Rebecca S. Molitor, LCPC, IECMH, Consultant

## Afternoon Sessions

### Service Coordination Sessions

- **CONNECT: Getting Resources in Families' Hands**
  - Francoise Lartigue M.Ed
  - Rebecca Honig MS, Ed
  - Shawna Gurney, M.Ed
- **Do Service Coordinators Coach?**
  - Sarah Sexton, Ed. D.
  - Andrea Matias Lemoine, M.Ed.
- **Partnership with Families During Diagnosis and Beyond**
  - Naomi H. Grinney, LCSW, IMH-E, IECMH Consultant
- **Tiny Words Big Impact**
  - Benton K. Johnson II, PhD, LCPC, LMHC, NCC, CCMHC, BC-TMH, MNLP Practitioner, CCHt, DT/E, CMPT, CSLC, PEFT

### Leadership Tracks

- **Service Coordination Committee: Recruitment, Retention and Training Resources**
  - Service Coordination Committee
- **Supporting the Navigation of Intra-Family Conflict: Strategies for Leadership**
  - Kelly Rauscher, BA
  - Betsy Newman, M.Ed