

## Regional/County/Local Early Childhood Interagency Coordinating Council Requirements

1. The state birth-to-three interagency coordinating council (SICC) must identify and work with Regional/County/Local Early Childhood Interagency Coordinating Councils (Referred to as CICC) to coordinate and enhance existing ESIT services and assist each community to meet the needs of infants and toddlers with disabilities and their families. *RCW 43.216.574*
2. The ESIT Provider Agency must maintain a CICC, within the geographic service area, to advise and assist the ESIT Provider Agency in the implementation of local ESIT services or participate and collaborate with an Early Learning Coalition (ELC) within the geographic service area to enhance existing ESIT services and assist each community to meet the needs of infants and toddlers with disabilities and their families. *RCW 43.216.574*.
  - a. The ESIT Provider Agency must present a report at each CICC/ELC meeting on current activities. The Contractor report may include, but is not limited to the following topics:
    - (1) Local ESIT Services Collaboration Plan activities
  - b. The ESIT Provider Agency must request advice and assistance from the CICC/ELC and other stakeholder groups, regarding the following topics:
    - (1) Improvement activities needed to meet compliance and performance targets;
    - (2) Identification of sources of fiscal and other support for ESIT services;
    - (3) Updating and implementing the Local ESIT Services Collaboration Plan;
    - (4) Identification of issues and processes that impede timely ESIT services delivery and the proposed strategies and solutions to improve ESIT service delivery; and
    - (5) Proposing or recommending changes to the FRC and/or ESIT service delivery system that require modifying the Local ESIT Services Collaboration Plan and/or local Interagency Agreements/MOUs/MOAs.
  - c. The ESIT Provider Agency must make all reasonable efforts to assure the CICC actively recruits parents of children with disabilities and developmental delays to become members of the CICC, to ensure parents are involved at all levels of the early intervention system. Preferred Parent recruitment criteria:
    - (1) Parents of a child, aged twelve (12) or younger, with disabilities or developmental delays; and
    - (2) Parents of a child, with disabilities or developmental delays, who are members of diverse cultural ethnic groups; underserved groups, including low income or homeless; and individuals who represent infants and toddlers who are wards of the state.
  - d. The ESIT Provider Agency must make all reasonable efforts to ensure the CICC actively recruits membership to achieve a balance that reflects the geographic gender, ethnic, and cultural diversity, including representatives of local stakeholders. Examples of such representatives include:
    - (1) Child care agencies;
    - (2) DSHS Community Services Offices;
    - (3) DCYF Division of Children and Family Services responsible for foster care placement;
    - (4) Early Head Start programs;
    - (5) Early learning child care agencies;
    - (6) Educational Service Districts;

- (7) Head Start programs;
  - (8) Local agencies and providers who provide ESIT services;
  - (9) Local agencies and providers who provide services to infants and toddlers without disabilities and their families;
  - (10) Medical providers/hospitals/private health care;
  - (11) Military, if appropriate;
  - (12) School Districts;
  - (13) School District McKinney-Vento Coordinators;
  - (14) Tribal governments/programs;
  - (15) Washington State Migrant Council; and
  - (16) Washington Work First
- e. The ESIT Provider Agency must support and participate in CICC meetings at least once between the first of July and the last day of December and at least once between the first of January and the last day of June of this Contract's period of performance or attend quarterly ELC meetings during this Contract's period of performance.
  - f. The ESIT Provider Agency must ensure CICC meetings are open public meetings and are locally publicized.
  - g. Keep on file and upon request, provide to the DCYF, CICC/ELC minutes that include:
    - (1) Names and affiliations of people attending the meetings;
    - (2) Evidence the ESIT Provider Agency made a report at each CICC/ELC meeting;
    - (3) Evidence of sharing information from the State Interagency Coordinating Council (SICC), as found on the ESIT program's section of the DCYF website; and
    - (4) Evidence of local improvement strategies and activities.