

Nevada Early Intervention Interagency

Coordinating Council Child Find Subcommittee Draft Meeting Minutes

Tuesday July 29, 2025

This meeting was held virtually via Microsoft Teams

1. Call to Order, Roll Call, and Announcements: *Sarah Horsman, Child Find Subcommittee Chair*

Sarah Horsman welcomed all on the call. A quorum of members was present, and the meeting was called to order at 1:01 pm.

Members Present: Sarah Horsman, Cate Guzy, Robin Kincaid, Amy Hendrickson, Julie Dame, Janice Lee, Anita Kelly, Dana Aronson, Marnie Lancz, Dr. Laurie Henderson, Savanah Celestino

Public Attendees: Jalin McSwyne, Andrea Hernandez

Support Staff: Mary Garrison, Part C Office, Pam Silva, Part C Office

2. Public Comment: Introduction of newest committee member - Dr. Laurie Henderson

3. For Possible Action: Review and possible approval of minutes from the meeting held on June 23, 2025— *Sarah Horsman, Child Find Subcommittee Chair*

Motion: Robin Kincaid. Second: Janice Lee. Passed.

4. For Review: Sec. 303.302 Comprehensive child find system - Individuals with Disabilities Education Act — *Sarah Horsman, Child Find Subcommittee Chair*

Committee members took turns reading the Comprehensive child find system - Individuals with Disabilities Education Act handout that was provided with the agenda for the meeting. Discussion included areas where communities may be under served and need representation on this subcommittee, the need for additional ways to reach families who are experiencing homelessness and Native American families, and a statewide level data pull to see where referrals are coming from.

Cate Guzy stated that NDOE has a homeless liaison and a lead on Indian Education (K-12) that she could tap into if there were specific questions about those populations.

Sarah Horsman summarized this discussion by stating that reaching populations where they are is one of the larger visions and goals of this committee.

5. For Review: Annual Performance Review (APR) 24-2025 Child Find Targets — Sarah Horsman, Child Find Subcommittee Chair

Pam Silva walked through the information provided from the most recent APR which was FFY 2023. The federal fiscal year is two years prior to the current calendar year. For these two indicators (birth to one and birth to three) Nevada met the targets and exceeded the birth to three targets by a large percentage.

Discussion regarding who sets these targets. Mary Garrison will get a list of all targets and who sets them.

Mary Garrison stated that target setting was brought to the Council late last year and this was one of them.

Sarah Horsman shared information from the Office of Data Analytics from the Department of Human Services that was not in the packet. This information projected that the population is projected to increase.

Cate Guzy informed the subcommittee members that for Part B APR, how the information source is developed is included in the report underneath the data for each section.

Dana Aronson asked about criteria for developing targets that may be taken into consideration such as the current political climate.

Sarah Horsman added that different service agencies may have different reporting requirements. For example, state agencies are required to collect voter registration, meaning that state programs are required to present the option to register to vote, however they are sure to include the information that the person accessing services does not have to register to vote and they are not reporting citizenship status. This may be different from other agencies that have different federal reporting requirements and grants. This may impact families who receive services from multiple programs and agencies.

Cate Guzy further discussed slippage and how we have to explain that. If we see a trend in our numbers falling, we may include in our written explanation that families may not be willing to participate at this time.

6. For Possible Action: Review and approve data reports needed by the Subcommittee — Sarah Horsman, Child Find Subcommittee Chair

Mary Garrison walked the subcommittee through each of the reports to assist the subcommittee in understanding what information is collected and how it may be used to guide the work of this subcommittee.

There was discussion that right now the Child Find activities are being self-reported by programs and this subcommittee may consider making sure it becomes a requirement.

Sarah Horsman wondered if we should be including information about the 3 – 5 population. Cate Guzy stated that she can add that information because they collect it for their APR. Sarah Horsman asked that the information be brought to the next meeting so the subcommittee can look at it.

Julie Dame suggested the possibility of breaking down larger regions, such as Clark County, into smaller areas so that it is easier to identify areas that may be missing. Mary Garrison suggested using zip codes. Sarah Horsman favored the idea of using both counties and zip codes.

Sarah Horsman further added that Amy Hendrickson is a member of the subcommittee and is a supervisor in the rural areas where there has been a lot of outreach to remote tribal populations and asked if that could be added to the data collection form to address the requirements of the Child Find regulations.

The category of “other” is being used for a lot of the responses but does not give us a lot of useful data. Dr. Laurie Henderson suggested via the chat that there could be a requirement for them to write in an explanation if they were using “other” as their response.

Pam Silva suggested updating the drop downs to include the option of “social media” as a means of outreach rather than “television, radio and newspaper” which are currently listed.

There was a discussion of replacing the question of items distributed with the size of the event attended due to the inaccuracy of data that comes from the question of the way it is currently written on the data collection form.

Mary Garrison walked the subcommittee members through the reports that we are now able to pull from NEIDS which include the Part C Statewide County Referral Report and the Part C Referral Report. Sarah Horsman identified that some of the referral sources may need further validation for accuracy such as Newborn Hearing Screening and EHDI referrals.

7. For Possible Action: Review and Approve Child Find materials for distribution — *Sarah Horsman, Child Find Subcommittee Chair*

Sarah Horsman reported that she reached out to the Nevada liaison for the Centers for Disease Control. She does have some funds available to purchase Nevada specific booklets and items for events and asked if there were specific mockups to let her know about those. Further information was given that the warehouse for CDC’s preprinted materials is closing and there is a minimal supply available. She has several milestone booklets available in English and Spanish if anyone needs them, however she also said the campaign has put a very large emphasis on using the app.

Mary Garrison stated that she provided the link with the materials for this meeting and reiterated that because it is no longer an option to order the materials directly from the CDC the Part C office recently printed a number of the Milestone App flyers in English and Spanish. Those were delivered to programs earlier in the year to hand out at events. Sarah Horsman stated that some families may not be able to access the app so it would be good to continue providing the booklets for as long as we have them. Robin Kincaid added that her agency still has some and the Children’s Cabinet may also have quite a few as well.

Sarah Horsman suggested for further consideration by the subcommittee that there be basic foundational items that every program bring to all of their outreach events and that the CDC Milestones be one of those items along with the NEIS brochure which has the direct referral line so that families do not have to go through multiple steps.

Amy Hendrickson noted that the brochure has an outreach line for North and South but does not have one for the Rural areas and discussed that it is important for the rural areas to have a face at community events. There was recently an event in Tonopah that they did not know about so they were unable to attend so they would like to work with the North and South to ensure that they can be represented because they do have established contacts in those communities already.

Sarah Horsman clarified that within ADSD there are coordinated regional outreach people to help provide information for all populations that would benefit from multiple ADSD services. She will make a note to ensure rural areas are included to continue supporting the good work that is being done on outreach in those areas.

Sarah Horsman introduced the newly rebranded NEIS brochure and stated that it is in the process of being translated right now so it is only available in English and is primarily available online as Mary Garrison looks into state printing.

Robin Kincaid expressed concern that the wording on the front page does not fully express the value of what NEIS does because it states there is support but does not state there are services and therefore may be mistaken for a support group. Amy Hendrickson further added that the word delays is missing and that the program serves children

with developmental delays as well as those with diagnosed disabilities, which may discourage families from seeking services if their child has not been diagnosed with a disability. Pam Silva also requested that there is an update to the flyer so that vision services be added to the list of services offered.

Sarah Horsman will reach out to see if it is too late for revisions to the flyer based on stakeholder input.

8. For Possible Action: Next steps - *Sarah Horsman, Child Find Subcommittee Chair*

Next two meetings will be scheduled for September 30th and December 2nd. Sarah will send out invites and then later a link with the agenda will be created on the website.

Specific agenda items that will be added include:

- Cate Guzy will share what the Part B targets are. Categories for reporting Child Find events will also be discussed.
- Sarah Horsman asked that between now and the next meeting each committee member again review the attachments that were posted and think about the data categories that we want to require programs to collect.
- Sarah Horseman will bring back any updates on the NEIS brochure.
- Robin Kincaid requested that we add a discussion of how the committee might rebuild the relationship that was once had with the NICUs and how we might gather data or information on that.

9. Public Comment - *Sarah Horsman, Child Find Subcommittee Chair*

- No further public comment.

10. Adjournment — *Sarah Horsman, Child Find Subcommittee Chair*

Sarah Horsman thanked attendees, and the meeting was adjourned at 2.25 pm.