



DeIDHub Advisory Council Meeting Minutes

March 2024 Meeting

Meeting Organizer	Pam Weir, Kathi Stephan
Meeting Date and Time	3/28/2024 10:00-11:00 AM ET
Attendees	Pam Weir, Kathi Stephan, Heidi Mizell, Laura Hattier
Absentees	
Agenda	Review previous meeting minutes, takeaways. Discuss disability service messaging and challenges

Summary

DeIDHub Updates Since Previous Meeting

- Contractor has finished mapping all DeIDHub planning sections and DTI has removed all the broken links from the website.
 - Pam sent an Excel spreadsheet with the DeIDHub map and explained the key. Green sections are content sections/headers, blue items are links to internal or external sites, orange items are videos, and red items are links that were removed due to a broken, unsecure, or redundant link.
- Moving forward, the DeIDHub Advisory Committee meetings will dedicate time to reviewing planning sections of the DeIDHub site for content relevancy and material.
- Nearly 200 broken links were removed from the DeIDHub site, but no content was added, so the Advisory Committee will discuss content to replace it and what reliable sites will be used for the material.
- Lacie Spence of the GACEC will be handling the contact information, meeting materials, agenda, and fielding questions for the DeIDHub Advisory Committee meetings moving forward.

Marketing Materials

- Pam emailed the 508-compliant DeIDHub brochure and will send the updated DeIDHub one-pager and the GACEC/PIC flyer as well.
- PIC of Delaware is holding a Serving on Groups Training Saturday, April 20th 9:00 AM – 4:00 PM

Transition Fairs

- Kathie Cherry of the GACEC attended the Kent and Sussex County Transition Fairs as a vendor and said there was great attendance at Kent County but less attendance for Sussex County. Pam attended the New Castle County fair and said there was great attendance.

- While some attendees were familiar with the DelDHub and others were not, a common theme among attendees was experiencing difficulties navigating the support systems around disability.
- The DelDHub should serve as a resource to provide information and answer frequent questions, so Pam suggested compiling a list of questions the Advisory Committee members receive and questions the transition fair attendees frequently have.
- There currently is no active directory of transition coordinators within DOE for Delaware, the list once existed but is since outdated.

Autism Delaware ACT

- Heidi shared information on the Autism Delaware Autism Care Team (ACT), a support structure provided through Medicaid in Delaware.
- A family care provider will work with the family to develop a care plan with action steps to work toward their goals and provide relevant information when needed.

Transition Issues

- There was discussion about a common lack of validating work being signed off on IEPs is actually being performed. There have been instances where special education coordinators have to sign off steps performed in the checklist that have not actually been provided for the student.
 - How do professionals ensure this work is being provided when coordinators say it is being provided but data says otherwise?
 - Laura provided an example in the instance of career searching stating that special education coordinators in Indian River School District cannot just check a box stating the career search was completed but are required to document the careers the student identified, the date the search was performed, and records are required to be kept dating at least three years back. Laura said this reporting began in either the 2013-2014 school year or the 2014-2015 school year.

Action Items

Item	Owner	Due Date
Send meeting minutes, DeIDHub flyer, DeIDHub one-pager, and PIC/GACEC flyer	Pam Weir, Lacie Spence	4/12/2024
Send meeting agenda for 5/30 meeting	Pam Weir	4/12/2024
Send any questions you frequently receive to contribute to compilation of questions for DeIDHub content	DeIDHub Advisory Committee Members	5/23/2024