

Family Guide to the State Interagency Team (SIT)

SIT Co-Chairs: Cheryle Wilcox, AHS-Department of Mental Health, Interagency Planning Director Cheryle.Wilcox@vermont.gov, 802-760-9171 and Diane Bugbee, AHS-Department of Disabilities, Aging and Independent Living, Children's Specialist, Diane.Bugbee@vermont.gov, 802-241-0154

The State Interagency Team meets on the fourth Thursday of each month from 2:00-4:00 p.m.

Why is there a State Interagency Team?

A law was passed called Act 264 and expanded in 2005 under the Interagency Agreement that assures interagency collaboration for children and youth with disabilities. This law created the SIT to identify systems issues and facilitate collaboration so supports and services can be provided to families as flexibly as possible.

The SIT meets monthly:

1. To be a resource to the Local Interagency Teams (LIT) by responding to questions and system barriers, problem-solving and giving specific recommendations back to the family and LIT; **and**
2. To make recommendations to the Secretaries of the Agency of Human Services and the Agency of Education about the need for programs, supports or services that don't exist or barriers, including financial.

Who makes up the State Interagency Team?

1. Vermont Family Network
2. Vermont Federation of Families for Children's Mental Health
3. Department for Children and Families, Family Services Division
4. Department of Mental Health
5. Department of Disabilities, Aging and Independent Living, Developmental Disabilities Services Division
6. Agency of Human Services, Secretary's Office, Integrating Family Services
7. Agency of Education
8. Vermont Department of Health, Alcohol and Drug Abuse Programs
9. Vermont Department of Health, Children with Special Health Needs
10. Agency of Human Services, Field Director Unit
11. Additional Partners as needed such as Maternal Child Health and the Child Development Division



Families Role with SIT

What can I expect to happen when our situation will be discussed at SIT?

- You will be asked to give permission and to sign a release to share information about your child and family.
- You will be asked if you want to speak with a parent representative who can explain the process, hear your concerns and represent your voice at the meeting.
- The Coordinated Services Plan (and other important information) that you and your team created will be sent to the SIT Coordinator so the SIT members have the background information they need.
- After the meeting you will hear back from SIT and the parent representative on SIT to share with you the ideas, suggestions, and/or next steps for LIT. A letter will be sent to you and the LIT Coordinator summarizing these recommendations.
- If you have questions or further concerns, you are welcome to contact the LIT Coordinator or parent representative to discuss your next steps so you have the information you need to make decisions.

How can I be involved in the SIT discussion?

- You can ask to speak with the parent representative whose name is provided by your LIT.
- You can ask to speak with and/or meet with the SIT Coordinator prior to the SIT meeting.
- You can speak with the SIT Coordinator prior to the meeting and be on the phone for a portion of the meeting to share thoughts you would like SIT to consider.

To find more information about Coordinated Services Plans, LIT and/or SIT click here: <http://ifs.vermont.gov/>