

APPROVED ON 02/23/2012

**STATE INTERAGENCY COORDINATING COUNCIL
TELECONFERENCE
EXECUTIVE COMMITTEE AGENDA**

November 17, 2011

MEMBERS PRESENT

Marie Kanne Poulsen, Acting Chair
Don Braeger
Arleen Downing, M.D.
Theresa Rossini, Parent
Debbie Sarmiento, Parent
Elaine Fogel Schneider, Ph.D

MEMBERS ABSENT

Toni Doman, Parent
Gretchen Hester, Parent
Beverly Morgan-Sandoz
Cheryl Treadwell

STAFF

Anastacia Byrne-Reed, ICC Coordinator
Patric Widmann, ICC Supervisor
Jeannie Smalley, ICC Manager
Angela McGuire, WestEd, Webex Host
Carolyn Walker, WestEd, Recorder

Please Refer to Attachment A for a list of additional WebEx participants

WELCOME AND INTRODUCTIONS

Acting Chair Marie Kanne Poulsen opened the meeting at 10:05a.m., putting the work of ICC into context by sharing the story of a 20-month-old child with autism who, after receiving Part C services for four months, is showing great progress. Anastacia Byrne-Reed took roll call.

Marie reminded attendees of an upcoming November 22 webinar—*Advise and Assist: What Does It Mean?*—at 2:00 p.m. EST (for one hour), that discusses the role of the in advising and supporting DDS.

REVIEW OF AGENDA

Marie requested that a discussion of the vacant positions on the ICC board be added to the agenda.

APPROVAL OF SEPTEMBER 2011 EXECUTIVE COMMITTEE MINUTES

The minutes were accepted with the following corrections noted: on page 29, include Debbie Sarmiento's name under Members Present; add Cheryl Treadwell and Toni Doman to the list of Members Present; in the first bullet under Other Business on page 31, any reference to "regional center" should be changed to "family resource center."

LEAD AGENCY UPDATE

Don Braeger provided the agency update. DDS staff has a significant workload. As a result of budget cuts, DDS lost seven positions and is working with a skeleton crew under some significant time and data constraints. Don hopes that DDS can turn to the ICC for help in two specific ways: with reporting and by focusing on three to five strategic and attainable goals for the coming year.

New federal regulations were released September 28, 2011 and became effective October 28. DDS staff's current focus is to analyze the impact of the new federal regulations; identify the tasks that must be addressed, and disseminate that information to the field. Current regulations remain in place until June 30, 2012, and the new regulations must be fully implemented by July 1, 2012.

In addition to working with the new federal regulations, staff is also immersed in preparing the 2010 Annual Performance Report (APR), which is due to OSEP on February 1, 2012. In submitting the APR, DDS must have all data collected and analyzed and must also have certification that ICC has reviewed and approved the report or indicate that ICC will submit its own report. Some data is only now becoming available and other data may not be available at all. (Budget cuts at the Department of Education preclude CDE from submitting to DDS data that DDS needs to include in its APR.) Generally, DDS does not receive all the required data until mid-January, providing an unrealistic window in which to complete the report, provide it to the ICC to review and certify, and submit by the February 1 deadline. The ICC Annual Activities Report is also due at that time.

Further, DDS must develop policies and procedures defining the state's system of payments and renew all contracts and interagency agreements with sister departments to included in the Part C application which will be submitted on April 16, 2012. By statute, the ICC must either prepare its own report or provide certification with the state lead agency's APR that it has reviewed the APR and is using the APR as the ICC report Don proposed that the ICC adopt a summary of its annual activities for 2010–2011—which DDS emailed to ICC members earlier this week—and submit it as a supplemental report to fulfill its reporting obligation, a mechanism approved by both the governor and the USDOE. (See Attachment B).

In response to whether the new federal regulations include significant changes in service delivery to families and/or administrative elements, Don indicated that he will discuss the

APPROVED ON 02/23/2012

regulations tomorrow. Staff is preparing a list now, and it looks like there are five to eight major changes.

UNDER REPRESENTATION AND OUTREACH WORKGROUP

Angela McGuire, Julie Kingsley-Widman and Linda Landry convened via phone to review the list of volunteers for this work group. Julie, Tammy de Hessa, Gretchen Hester, Toni Doman, Jennifer Griffin, and Shane Nurnberg were suggested. Tammy de Hessa agreed to participate, Shane withdrew, declining to participate while we're meeting electronically, and the group is waiting to hear back from others. Once members are identified, the group will establish regular meeting dates. Theresa will ask Gretchen to chair at least the first meeting.

REVIEW NOVEMBER 18, 2011 ICC AGENDA

Julie will step in for Cheryl Treadwell, who will not be able to attend tomorrow's meeting, to raise the agenda item of FRCNCA becoming a voting member. An action item will be recommended.

Debbie Sarmento offered to introduce Linda Brault as the presenter of tomorrow's special presentation.

Because Diane Simon Smith, the recipient of the 2011–2012 Parent Leadership Award cannot be available for tomorrow's meeting, her name will be announced tomorrow; however, at the February 2012 meeting, when she can be available, Robin Millar will introduce her and make the official presentation. As originally planned, flowers, a framed announcement of the award, a framed certificate for the award, and a gift of art, will be delivered to Diane at her place of work tomorrow.

A discussion of selecting three to five priority items on which to focus will be added to the February agenda.

A discussion ensued about identifying interim chairs for the balance of the year's meetings. Many agreed on a preference for one chair rather than rotating chairpersons. Marie volunteered to be Acting Chair for the executive committee meetings. Don will be available to help her develop agendas.

Concern was expressed about the status of parents on the ICC, whether Tammy DeHesa is a parent representative or a community representative and that she was not listed under Members Absent; whether Toni Gonzales is still an ICC member; that perhaps parents should be called out and listed as a separate category on the roll call list in the minutes; and that although the bylaws require that the three parent representatives have young children—one with a child younger than six and two with a child younger than twelve—no one on the ICC right now had young children.

The committee agreed that it must figure out how to involve new parents on the ICC and identified several considerations and challenges:

APPROVED ON 02/23/2012

- What additional support might parents need to be able to participate? The question was raised as to whether parents could be supported to travel to meetings when they once again held in person.
- The fact that we need diversity in representation among parents was also raised. Brigitte offered that the Under Representation and Outreach Workgroup will address that once the group is formed and operational.
- Whether it is realistic to expect new parents to participate as long as we're meeting via WebEx because of their lack of familiarity with topics and proceedings. The suggestion that new parents have a mentor was mentioned, as well as the fact that for the foreseeable future, we will have to meet via WebEx.

The issue of agency vacancies was also raised. Marie queried whether there's any reason why we should not pursue connections, if we have them, to secure the necessary political appointments to the ICC. Don indicated that, given the staffing declines state agencies are facing and the possibility that some departments may be eliminated altogether, we need to be strategic and suggested that we focus on filling parent vacancies at this time. He further suggested that filling the vacancies might be a consideration as one of the three to five priority items on which ICC and DDS can focus their efforts for the year. The item will be added to Other Business for tomorrow's General Meeting.

ICC SPECIAL PRESENTATIONS

- CSEFEL (Linda Brault)
- New Part C Regulations (February)
- 211 Information (Joseph Rivera)
- Managed Care Bill
- Resources for Managed Care (Susan Burger)

Linda is scheduled to report on Prevention Resource and Referral Services in February. She will give a brief presentation tomorrow and a more comprehensive one in February. Marie would like to hear about the new regulations in February as well: implications for the families, the state, and ICC. Patric Widmann has seen the PowerPoint Linda will present tomorrow and thinks the group should decide whether to have both presentations in February after Linda shares information tomorrow.

OTHER BUSINESS

There was no other business.

CLOSING ROLL CALL

Stacie Byrne-Reed took a closing roll call

ADJOURNMENT

Arleen Downing adjourned the meeting at 11:30.