

APPROVED ON 08/25/2010

**STATE INTERAGENCY COORDINATING COUNCIL
EXECUTIVE COMMITTEE AGENDA**

**Thursday, April 29, 2010
10:00 A.M. – 12:00 P.M.**

MEMBERS PRESENT:

Arleen Downing, Acting Chair
Toni Doman
Gretchen Hester
Rick Ingraham
Marie Kanne Poulsen
Pamela Quiroz
Theresa Rossini
Debbie Sarmento

MEMBERS ABSENT:

Beverley Morgan-Sandoz
Elaine Fogel Schneider
Cheryl Treadwell

STAFF

Jeannie Smalley, ICC Manager
Patric Widmann, ICC Supervisor
Stacie Reed, ICC Coordinator
Elissa Provance, ICC Recorder, WestEd

OTHERS PRESENT:

Refer to Attachment A for a complete list of attendees.

WELCOME AND INTRODUCTIONS

Arleen Downing called the meeting to order at 10:10 a.m. in lieu of Beverly Morgan-Sandoz who was unable to attend. Arleen reminded the committee that the Executive Committee (EC) chair responsibilities are to be rotated among committee chairs each meeting.

Rick Ingraham introduced Jeannie Smalley as the new Early Start Section Chief and shared a handout of her background and experience (refer to EC Handout Section).

Self-introductions were made.

REVIEW OF AGENDA

The agenda was approved with the following changes and announcements:

- August travel issues will be covered under the Staff Report at the ICC meeting tomorrow.
- Add the Parent Leadership Award to "Other Business"

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APPROVAL OF FEBRUARY 2010 MEETING NOTES

The minutes were approved with the following change from Rick Ingraham:

- Under DDS Status Update: The Lanterman Developmental Center is slated for closure; however, it will not close by summer 2010. (p. 79).

DDS STATUS UPDATE

Rick Ingraham reported on the following items:

IDEA Regulations:

DDS was told by OSEP in December that they fully hoped to roll out Part C regulations at the August 2010 federal data meeting. OSEP announced in a recent conference call that the regulations will not be released this August. IDEA will likely be authorized in 2011 but we're still operating with 1997 federal regulations. California has not amended state regulations because they were waiting for federal regulations to be released. This is reflected in California's federal Grant Application where the date of 6/30/2010 is listed as the timeline to provide policy and procedures reflecting the 2004 statutory requirements.

Maintenance of Effort:

During a recent conference call with OSEP the maintenance of effort requirement was discussed. Each state has to expend the same amount of money as it did the prior year with two exceptions: if in a given year, there was major capital outlay or if you changed eligibility criteria, which California has. Other states are concerned because with the fiscal crisis they can't provide that MOE assurance. OSEP can waive the MOE requirement for Part B but not Part C. OSEP admitted this was an oversight. Actually some states don't want it waived because then they might not continue to receive money from their state legislatures. This fiscal crisis is unparalleled in most of our professional careers.

Funding:

The federal allocation formula is based on total number of children 0-2 years, proportionately in each state. The birthrate is decreasing everywhere so we're hoping our birth rate doesn't drop more than other states because that means California will lose our level funding.

Some states are proposing that the allocation formula be changed. They see California and other large states getting more money; however, we're serving many more infants. One allocation methodology that is being considered is to base funding on the percentage of infants served; however, our prevention efforts would affect our percentage served. Other states argue that availability of services and geography are important factors to consider, i.e., Alaska.

State Issues:

The implementation of the budget reduction policies continues. Private insurance remains an issue. OSEP has some questions about California's mandate for private insurance including whether a system of payments has to include charging families a fee. A review of private insurance requirements has been completed and will be disseminated following approval by DDS administration.

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As of the end of March, the Prevention Program had 3,162 infants enrolled, down from the projection of 17,000. Consequently, the savings have not been achieved as projected. All regional centers have submitted their Prevention Plans as required. The plans will be posted on a new DDS Prevention web page. It was noted that there has been a reduction in the Early Start population overall from 31,000 to 26,000 (point in time). Only half of the \$26 million allocated to the Prevention Program has been utilized. No decision has been made as to the surplus funds, but it cannot be arbitrarily rolled into Early Start.

Committee Needs:

There is currently a need for a psychologist to participate on the Quality Data Committee. Rick asked for feedback on the skill set that the Committee is seeking and he will assist in finding a possible participant.

PROPOSED EARLY START PERSONNEL MANUAL

The Qualified Personnel Committee will discuss the manual in more depth during their committee meeting.

Kris Pilkington provided an update on the manual stating that it will be a field guide on personnel competencies and responsibilities for Early Interventionists and Early Intervention Assistants. The draft introduction that was provided to EC members (refer to EC Handouts) outlines the content areas addressed in the manual. This information may be new to some and very familiar to others since it's been an ongoing development and refinement process since 1994. Information is being shared with the EC in preparation for a full presentation at the August ICC meeting and as an Action Item at the October ICC meeting.

Manual development consisted of three co-chairs for the project: Kris representing service providers; Maurine Ballard Rosa representing institutions of higher education; and Wendy Parise, representing early intervention assistant preparation; and workgroup participants included Pamela Quiroz, Meredith Cathcart, Marie Poulsen, Linda Landry, Virginia Reynolds, Kari Steward, Michael Miguelgorry, Patric Widmann, and Diane Kellegrew, formerly with WestEd CPEI.

Two statewide stakeholder groups provided input to the manual—one face-to-face and the other via Survey Monkey. Stakeholders included state agencies, IDA, regional centers, local education agencies, parent groups, individual associations representing different disciplines, IHEs, First 5, and others. Revisions were made at each interval.

Virginia said there is a charge under IDEA, Part C for a Comprehensive System of Personnel Development (CSPD), which is part of federal and state statute and regulations. This activity of the lead agency is to ensure there is a pool of appropriately prepared and trained personnel to provide quality early intervention services. The manual supports the early intervention system and the CSPD. The workgroup represents the coordinated, community-based system of services.

Arleen said she liked the section on framework and philosophy. As a state, it was felt there should be educated, trained people to provide early intervention services. With her work internationally, she met people who felt the same. It is important that the expectation is that

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providers will work in collaboration with interagency partners, with the family, etc., which is described in the manual and is different from the philosophy of 30 years ago.

STANDING COMMITTEE ASSIGNMENTS

Members were asked to review the committee rosters and report any changes to Patric who will added their preference to the Committee rosters.

REVIEW APRIL 2010 ICC AGENDA

The agenda was reviewed with the following information noted:

- Agency reports were moved earlier to give agency representatives the opportunity to report prior to public input, thus allowing individuals to comment on information provided by the Departments.
- Tomorrow's presentation will be Infant-Mental Health provided by Dr. Penny Knapp.
- The ICC staff report will include information about how to fund travel for the August meeting if the state budget is still pending.

ICC PRESENTATIONS:

Theresa reminded the group that the presentation list is based on an ICC survey conducted earlier this year. Presentations were reviewed as follows:

Outreach to Vietnam (Arleen Downing)— Cancelled pending alternate arrangements
Revised Early Start Personnel Manual— August (Maureen Ballard Rosa)
Infant-Family Early Childhood Mental Health Training Guidelines for Core Providers and Infant-Family Mental Health Providers— October (Marie Poulsen)
Resources for Managed Care (Susan Burger)
Proposition 63 Funding (Penny Knapp)
Revised Family Support Guidelines (Sherry Torok)

Other potential topics discussed included:

- First 5 Signature Projects
- New Assistive Technology devices (Shane Nurenburg)

OTHER BUSINESS

▪ Under-Representation and Outreach Work Group – Debbie Sarmento

Angela McGuire, WestEd CPEI, reviewed the work of the Parent Leadership Committee (see PowerPoint in EC Handouts), which addressed priorities that were identified for the current work group to work on.

One recommendation was to increase diversity of parent representation. The public input goal was that meeting minutes would reflect at least six instances of parent input per meeting. Parent input was tracked and Angela found the average to be 5.5 instances. Most of this input was provided by family resource center staff or community representatives on behalf of families in their communities.

An additional recommendation was to increase parent representation on the ICC that reflects the diversity of Early Start families. A survey was conducted to determine current diversity on the ICC and within Standing Committees, however, the survey is probably

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outdated. Representation on the ICC should reflect Early Start population as closely as possible.

Parent Leadership Committee Recommendations that were previously approved by the ICC included:

- Bylaw revisions regarding “active” membership
- Revisions to the Community Member application
- Creation of a new workgroup to carry the work forward

The new workgroup is called the Under-Representation and Outreach Workgroup that will examine the challenges and recommended strategies to communicate with and support Early Start’s diverse community of families to participate in ICC activities. Debbie Sarmento and Terry Colborn are co-chairs of this workgroup. Each committee was asked to send two representatives to participate on this workgroup.

In order to participation on the ICC individuals must be either a Governor-appointed member or a Chair-appointed community representative. Anyone who has applied to be an ICC member should check with Patric to see if they are on the Governor’s list. Outstanding applications for community representatives will be reviewed prior to the next ICC meeting.

▪ Newcomers’ Orientation

Arleen reported that Jeannie, Rick, and Pam attended today’s Orientation, as well as Erin Dubey from First 5. Erin provided information about First 5 activities.

The Newcomer Orientation used to be the responsibility of the Public Awareness Committee, which no longer exists. It was decided that responsibility would rotate among the committees. Pam and Rick have agreed to attend the meetings on a regular basis. Arleen said that other ICC members, a parent and a professional, needed to also attend. Toni is willing to participate when she is available. She added that it is important that a family member be present. Committee chairs will ask for volunteers during their meetings.

• Parent Leadership Award

The Policy Topics Committee will discuss this issue to determine if they want to assume responsibility for the award. Elaine and Toni have recently reviewed the nomination forms for any needed updates. Theresa remembered that the task had been assigned to the Child and Family Outcomes Committee. (Note: refer to February ICC minutes) Patric said that DDS would facilitate the transfer of responsibilities with Debbie and Toni.

• Other Business

Debbie Sarmento said CFO Committee will be focused on recommendations for dissemination of the family survey that is being distributed in the fall. There was also discussion that EC conference call would continue to be Thursday morning at 10:00 a.m. the week prior to ICC. Arleen requested that an email notice be sent out at least 10 days before the call. Rick said a Save-the-Date would be disseminated.

ADJOURNMENT

Meeting adjourned at 11:49 a.m.

STAFF AND OTHERS ATTENDING EXECUTIVE COMMITTEE MEETING

THURSDAY, APRIL 29, 2010

COMMUNITY REPRESENTATIVES

Tony Anderson
Kathleen Colvin
Tammy DeHesa
Toni Doman
Stephanie Pringle-Fox
Ed Gold
Rachel Hagans
Laurie Jordan
Julie Kingley-Widman
Linda Landry
Al Milan
Robin Millar
Peter Michael Miller
Shane Nurnberg
Kristine Pilkington
Letha Sellars
Sherry Torok
Carmen Vasquez

GUESTS

Maurine Ballard-Rosa
Erin Dubay
Maxine Epperson
Catharine Mikitka
Kathleen Sadao
Kari Stewart

DEPARTMENT LIAISONS

Michele Donahue
Nancy Grosz Sager
Michael Miguelgorry
Erin Paulsen
Michael Zito

WESTED STAFF

Debbie Benitez
Peter Guerrero
Patsy Hampton
Angela McGuire
Stephanie Myers
Virginia Reynolds