

**STATE INTERAGENCY COORDINATING COUNCIL  
EXECUTIVE COMMITTEE MEETING  
February 17, 2011**

**MEMBERS PRESENT**

Gretchen Hester (Acting Chair)  
Arleen Downing, M.D.  
Rick Ingraham, Designee for the Director (DDS)  
Marie Kanne Poulsen, Ph.D. (via phone)  
Pamela Quiroz, Designee for the Superintendent, CDE  
Debbie Sarmento  
Elaine Fogel Schneider, Ph.D.  
Cheryl Treadwell, Designee for the Director (CDSS)

**MEMBERS ABSENT**

Toni Gonzales  
Beverly Morgan-Sandoz  
Theresa Rossini

**STAFF**

Anastacia Byrne-Reed, ICC Coordinator  
Jeannie Smalley, ICC Staff Manager  
Carolyn Walker, WestEd, Recorder

**OTHERS PRESENT**

Refer to Attachment A for a complete list of attendees.

**WELCOME AND INTRODUCTIONS**

Gretchen Hester called the meeting to order at 10:10a.m. Self introductions were made by members and the audience.

Gretchen introduced Maurine Ballard-Rosa as a new community representative. Dr. Ballard-Rosa has been a professor of early childhood education at Sacramento State University for 25 years and will serve on the Qualified Personnel Committee.

Pamela Quiroz corrected the phone number indicated for her on the ICC roster. The correct number is (916) 327-3699.

**AGENDA REVIEW**

The agenda was reviewed and approved with one addition:

- Arleen Downing asked that Chin Chao, a new visiting parent from the Bay Area, be able to provide public input during today's meeting because he is unable to attend on Friday.

### **APPROVAL OF NOVEMBER 2010 MINUTES**

The minutes were approved without change.

Elaine Fogel Schneider asked whether a newcomers' meeting was held. Jeannie Smalley answered that she, Pamela Quiroz, Arleen Downing, and Sherry Torok had an informal gathering with new member Chin Chao.

### **LEAD AGENCY UPDATE**

Rick Ingraham informed the group that the Office of Special Education Programs (OSEP) requires state Part C lead agencies to submit an Annual Performance Reports (APRs) each year for the prior fiscal year. DDS recently submitted the latest APR on February 1, 2011. OSEP sees the APR as representing who we are and what we do.

Rick reminded members that the ICC was several years behind in submitting its annual report, a situation that began when the Davis administration expressed concern about certain photos and other details. Unlike the APR, no specific requirements exist for the ICC report, other than that there be one. Reports from other ICCs range from 2 to 20 pages. Although California's report was stellar, it took a great deal of time to prepare and consequently was completed later and later each year.

At its November 2010 meeting, the ICC agreed to designate previous APRs to serve as the ICC reports for the most recent years for which the ICC still did not have annual reports. In order not to fall behind again, Rick proposed that following today's overview of the APR, the membership vote at the next meeting to use this APR as the ICC annual report and include additional information that summarizes the activities of the ICC and its committees.

In addition to the APR, states are required to submit their State Performance Plans (SPPs). Any changes made to the program must be reflected in the SPP. This document is generally a five- or six-year plan, which projects what the agency hopes its data will show moving out five years. However, because federal regulations based on the IDEA reauthorized of 2004 have yet to be issued, states were required to extend existing SPPs through FFY 2012.

Both the APR and SPP are available as links on the Early Start home page [www.dds.ca.gov/earlystart/resource materials](http://www.dds.ca.gov/earlystart/resource%20materials). Rick suggested that following the Executive Committee review of the APR, different parts be assigned to the various ICC committees for in depth review and discussion.

Rick provided an overview of the APR development process. He discussed the multi-layer target-setting process, which includes recommendations from the ICC and the Administration's very real concern about being too ambitious at a time

when there is such uncertainty about budget issues. OSEP does not reward ambitious targets that are not met. Further, from a reporting and budget allocation point of view, it is probably ill-advised to set ambitious targets and not reach them. When targets are not met, states are required to provide detailed information about why the “slippage” occurred and what “improvement activities” the state is undertaking to improve performance on any indicator for which targets were not met.

Rick reminded everyone that there are two primary types of data elements in the APR: compliance indicators and performance indicators. Compliance indicators focus on specific service requirements of PART C of the IDEA. These include timelines and other federal mandates the state must meet for each child served by Part C. These targets are always mandated to be 100 percent.

Performance indicators include child outcomes, percentage of total population served by Part C, and other measures where the states set targets. Targets are expected to be met and to increase each year.

The slides Rick shared (Attachment B) show California’s measurable and rigorous targets for fiscal years 2009, 2010, 2011, and 2012, as well as actual data for each indicator for fiscal years 2008 and 2009.

Rick recommended that at the minimum, committee members first understand what the data does and does not say so that they can fully appreciate the strengths and weaknesses of the data. He further suggested that if committee, want to probe further, the department has additional data.

### **ICC’s RESPONSE to OSEP SURVEY**

This item is deferred to tomorrow’s General Meeting under the DDS report.

### **STANDING COMMITTEE ASSIGNMENTS**

The assembled were informed that Linda Landry has been appointed as Parent Co-Chair of the Qualified Personnel Committee.

After some discussion, indicator assignments were agreed to as follows:

- Qualified Personnel Committee – Indicators #1, 7, and 8
- Policy Topics Committee – Indicators #2, 5, and 6
- Child and Family Outcomes Committee – Indicators #3 and 4
- Quality Data Committee – Indicators #10 and 13

Indicator #9 will be integrated into all reviews. California does not report on Indicator #12, and Indicator #14 will not be reviewed. Review of indicators may require two meetings to complete.

Marie asked whether the goal for the committee reviews is to look at the data per se or to consider how to address the issue? Rick replied the goal is to look at the data to understand its strengths and weaknesses and bring forward any questions the committee has.

### **REVIEW FEBRUARY 2011 ICC AGENDA**

Gretchen suggested that although Theresa Rossini is not present, we would review the agenda in her stead.

Arleen mentioned that there are no ICC representative from the Department of Mental Health, Department of Public Health or Department of Alcohol and Drug Programs. She wants to encourage all departments to participate. DDS recently sent letters reminding departments to designate representatives,

The agenda was approved as submitted.

### **ICC SPECIAL PRESENTATIONS**

The list of proposed special presentations was reviewed:

- Resources for Managed Care (Susan Burger)
- Proposition 63 Funding (Penny Knapp)
- Revised Family Support Guidelines (Sherry Torok)
- First 5 Signature Projects
- New Assistive Technology devices

The Executive Committee and everyone else are invited to give input on the special presentations. Marie suggested we consider presentations in light of how they fit the ICC's goals for the next two years. It was agreed that because there was no time to discuss that now, the group may want to return to that point for future discussion:

### **OTHER BUSINESS**

#### **Public Input**

Chin Chao, a parent from the Bay area, is father to two-year old Eli, who was diagnosed at four months with a variety of neurological issues. Mr. Chao spoke of the devastating effect of the diagnosis on him and his wife as first-time parents. The original prognosis suggested that it was questionable whether Eli would walk, talk or ever have interaction with other children or adults. Now, thanks to UCSF's referral to the Golden Gate Regional Center (GGRC), the Chao's meeting with center staff a week after Eli's first surgery at seven months, and other services provided by GGRC, Eli's progress has exceeded the Chao's expectations. Eli is crawling and getting around with his scooter, talks, counts to

100, and knows the alphabet. Mr. Chao eloquently expressed the profound and positive effect Early Start services have had on his son's development and his deep appreciation and eternal gratefulness for the services they've received. He also expressed his personal wish to stay involved in the community and be an advocate, even as his son transitions from Early Start to the local school district.

Elaine Fogel Schneider thanked Mr. Chao for sharing, saying that it warms everyone's hearts to hear that Mr. Chao values the services and lets the membership know that their work is important.

### **Under-Representation and Outreach Workgroup**

The workgroup needs a new chair, as Tammy DeHesa has stepped down due to pregnancy. Anyone interested should contact Angela McGuire. Arleen reminded the group that each committee was supposed to find one or two members who would serve as representatives to the workgroup and should poll members to see if anyone can chair the workgroup. Gretchen assigned herself as a representative (not as a chair).

### **Attachment C to the APR**

Marie Kanne Poulsen asked about Attachment C to the APR. It was supposed to talk about the Early Start Quality Assurance Advisory Committee (ESQAAC), but when she downloaded this attachment there was nothing in it about ESQAAC. Rick said he will look into why information is missing on the attachment.

### **Consider Holding May Meeting in Southern California**

Debbie Sarmento mentioned that the May ICC meeting is scheduled for the 19<sup>th</sup> and 20<sup>th</sup> in Sacramento and that the Early Start Advanced Practice Institute is scheduled for May 16 and 17 in Garden Grove. SEECAP Excel training is scheduled for that same week in Southern California. She asked if this might be an opportunity to hold the next meeting in Southern California to capture some of the members who cannot attend in Sacramento.

Rick said DDS will query the state department representatives to find out if they would be able to travel to participate. Travel is always an issue in times of budget crisis. The department will inform the membership within a week or two via email.

### **New Resources for Parents**

Elaine Fogel Schneider informed the group that, in light of the cutbacks in services to families that many of us are experiencing, we might be interested in an article that just appeared in *Young Exceptional Children* about the importance of including nurturing touch with their service delivery and the benefits for families as they lay the foundation and for social-emotional well being. There will also be an app coming out in March on massage, Baby Massage Basics. Elaine

summarized that although our ability to provide services may lessen as the result of budget cuts, there are still resources that we can offer to parents.

**Staffing Newcomers Orientation**

A brief discussion ensued about staffing the Newcomer Orientation in May. Pamela Quiroz offered to be there, and Rick said he and Jeannie can be there. Arleen said that it is also important to have community representatives and representatives from the family resource centers and agencies as part of this orientation. Elaine offered to check with her committee. Pamela Quiroz said that we can have a Northern California group of volunteers and also a Southern California group for times when the meeting is in the south. Cheryl Treadwell offered to circulate a sign-up sheet.

**Miscellaneous**

Gretchen indicated that she appreciated Marie's participation in the meeting by phone and that the opportunity to join the meeting via phone could be particularly helpful for families, as it could have been for her numerous times when her son was in the hospital.

**ADJOURNMENT**

Gretchen adjourned the meeting at 12:12.

ATTACHMENT A

**STAFF AND OTHERS ATTENDING EXECUTIVE COMMITTEE MEETING**  
**THURSDAY FEBRUARY 17, 2011**

**COMMUNITY REPRESENTATIVES**

Brigitte Ammons  
Connie Moreland-Bishop  
Chin Chao  
Bev Ching  
Sylvia Flores  
Rachel Hagans  
Susan Graham  
Jennifer Griffin  
Laurie Jordan  
Dwight Lee, M.D.  
Kathy Mikitka  
Robin Millar  
Peter Michael Miller  
Shane Nurnberg  
Lois Pastore  
Maryellen Peterson  
Kristine Pilkington  
Letha Sellars  
Sandra Suiter (?)  
Sherry Torok  
Carmen Vasquez  
Denise ???

**DEPARTMENT LIAISONS**

Michele Donahue  
Michael Miguelgorry  
Erin Paulsen  
Elise Parnes

**WESTED STAFF**

Peter Guerrero  
Patsy Hampton  
Angela McGuire  
Stephanie Meyer  
Virginia Reynolds

**ATTACHMENT A**

**STAFF AND OTHERS ATTENDING EXECUTIVE COMMITTEE MEETING**

**THURSDAY, FEBRUARY 17, 2011**

**COMMUNITY REPRESENTATIVES**

Connie Moreland-Bishop  
Fran Chasen  
Bev Ching  
Wanda Davis  
Stephanie Pringle-Fox  
Susan Graham  
Jennifer Griffin  
Rachel Hagans  
Laurie Jordan  
Linda Landry  
Dwight Lee  
Mara McGrath  
Robin Millar  
Peter Michael Miller  
Shane Nurnberg  
Lois Pastore  
Kristine Pilkington  
Letha Sellars  
Sherry Torok  
Carmen Vasquez

**DEPARTMENT LIAISONS**

Michelle Donahue  
Michael Miguelgorry  
Erin Paulsen

**WESTED STAFF**

Peter Guerrero  
Patsy Hampton  
Angela McGuire  
Stephanie Myers  
Virginia Reynolds

**GUESTS**

Chin Chao  
Cindy Arnstein-Kerslake  
Denise Meek  
Sandra Sutor  
Catherine Mitkitka  
Mary Ellen Peterson