

APPROVED ON 11/16/2012

**INTERAGENCY COORDINATING COUNCIL ON EARLY INTERVENTION
TELECONFERENCE
GENERAL COUNCIL MEETING**

FRIDAY, SEPTEMBER 7, 2012

MEMBERS PRESENT

Theresa Rossini,* Acting Chair
Don Braeger, Designee for the Director (DDS)
Arleen Downing, M.D.
Gretchen Hester*
Linda Landry*
Marie Kanne Poulsen, Ph.D.
Elaine Fogel Schneider, Ph.D.

MEMBERS ABSENT

Jill Abramson, M.D., Designee for the Director (DHCS)
Susan Burger, Designee for the Director (DMHC)
Cheryl Treadwell, Designee for the Director (DSS)

OTHERS PRESENT

Toni Doman*
Debbie Sarmento*
Anastacia Byrne-Reed,* ICC Coordinator, DDS
Angela McGuire,* WebEx Host, WestEd
Carolyn Walker, ICC Recorder, WestEd

*Parent

Refer to Attachment A for a list of other participants.

CALL TO ORDER

Theresa Rossini called the meeting to order at 8:37a.m.

OPENING ROLL CALL

The opening roll call was taken.

INTRODUCTIONS AND ANNOUNCEMENTS

Theresa welcomed participants and thanked them for their time and commitment during these trying times.

AGENDA REVIEW

Three items were added to the agenda:

APPROVED ON 11/16/2012

- The special presentation will be a preview of the revised ICC web pages by Anastacia Byrne-Reed of DDS.
- An action item to accept the proposed 2013 meeting dates was proposed.
- Announcement of the Parent Leadership nominee.

APPROVAL OF MAY 18, 2012 MEETING MINUTES

The minutes were accepted without changes.

EXECUTIVE COMMITTEE REPORT

Marie Kanne Poulsen gave the Executive Committee report, highlights include the following:

- Discussion centered primarily on the current committee structure and the need to recruit members.
 - ICC currently has four standing committees, one ad-hoc committee, and one work group.
 - ICC is in crisis because of the Governor's lack of member appointments. Recruitment should be added to the ICC agenda under Other Business.
 - As a council, we must take responsibility and initiative regarding recruitment by developing a strategic plan and a timeline to facilitate appointments from the Governor's office. Various suggestions were made, including making DDS the point of contact, contacting members of the Assembly in person and by mail, and involving members of disability organizations. Members must also take responsibility and contact their local family resource center (FRC) to encourage recruitment and personally reach out for new parent members and help them complete applications. It was suggested that we have a recruitment plan to propose in November and that it be led by the Outreach & Under Representation Work Group.
 - The current application process for an ICC appointment—submitting an application online that goes directly to the Governor's Office that it is not also submitted to DDS—makes it difficult for DDS to be aware of active applications and to support those applications and encourage action on the part of the Governor's Office.
 - A flyer/fact sheet to support recruiting efforts was suggested. It should not be a substitute for personal outreach.
 - Retention of community representatives should be the next priority after member recruitment.
 - Membership guidelines regarding parents need to be reviewed to determine which parents to target for recruitment efforts. We currently have no members whose children are younger than six years old. Enlisting help from the FRCs and regional centers to recruit parents with young children was also suggested.
 - ICC bylaws state that the ICC should have 15 to 25 council members; currently we have 11.

APPROVED ON 11/16/2012

- Members discussed preferences for one-day or two-day meeting formats which would be held in person or by teleconferencing; whether the November meeting should be held if it is not face-to-face, and whether the November meeting should be strictly a strategic planning meeting.
- The goal of the speech and language work group is to develop best practice guidelines to present as a proposal to the November meeting.
- A lively discussion ensued about whether the November meeting should occur if it could not be face-to-face.

Decisions resulting from the above discussion related to the Executive Committee report include the following:

- Unfinished committee tasks will be itemized, a list of DDS' current issues compiled, and the committee structure reviewed .
 - Quality and consistency of tools used to gather data and the insurance issues are among the items of unfinished committee tasks.
- DDS will distribute a survey to the membership to explore preferences regarding one or two-day meeting formats.
- DDS offered to enlist regional centers assistance in recruiting parents with young children
- A fact sheet that is compelling, includes information about the ICC, reasons for serving, where to find additional information, who to contact and how to apply. Content suggestions may be emailed to Angela McGuire who will integrate information and distribute for approval. Upon approval, Stacie will post the fact sheet on the ICC website and email to members as a recruiting tool.
- At the November meeting, our strategy for involving the Governor's Office in recruiting will be reviewed.

CHAIR'S REPORT

Theresa stated that the previous discussion about membership recruitment and meeting structure would substitute for the Chair's report.

ICC STAFF REPORT

Stacie Byrne-Reed reported that DDS is in the process of attempting to revitalize an in-person meeting for November. She will send out an updated set of travel guidelines once travel is reinstated and confirmed. Julie Widman commented that her organization needs a particularly long lead time to secure approval for travel.

FAMILY RESOURCE CENTERS NETWORK OF CA REPORT

Linda Landry reported the following:

The Family Resource Centers Network of California (FRCNCA) Steering Committee met monthly via conference call.

APPROVED ON 11/16/2012

The FRCNCA has leased a new office space at the Nonprofit Innovation Center in Sacramento which provides the opportunity for collaboration with other nonprofits and offers onsite meeting space.

We applied for and received a **Capacity Building Grant** from Strategies which will provide funding and technical assistance for the FRCNCA to update the Strategic Plan that was developed in 2004 under funding from the Administration on Developmental Disabilities.

Outreach and collaboration activities included participation at the Early Start Technical Assistance Network, UC Davis MIND Institute Center for Excellence in Developmental Disability Consumer Advisory Committee, the UCLA Tarjan Center University Center for Excellence in Developmental Disability Consumer Advisory Committee, Lanterman Coalition, California Network of Networks, Project Launch, Training and Technical Assistance Collaborative and Arc California Board.

The FRCNCA is participating in the **California Employment Consortium for Youth and Young Adults with Intellectual and Other Developmental Disabilities (CECY)** (pronounced SEE SEE).

The FRCNCA continued the **implementation of Prevention Resource and Referral Services (PRRS)**

- A **Southern California Convening** was held in West Covina for Regions 5-9 with almost 50 PRRS staff, representing 19 FRCs in attendance. Regional meetings were held in Regions 1, 3, and 4.
- FRCNCA PRRS coordinators and staff have met twice with ARCA staff and members of the Prevention Committee.
- Monthly webinars are being held to provide training and technical assistance.
- Bimonthly 1800 Second PRRS calls continue to be held for all PRRS staff and provide a forum for to ask questions, raise issues, express needs, or make comments on general program, budget, data, outreach, training or other items related to PRRS.
- Outreach events included participation in Disability Capitol Action Day, the MIND Summer Institute Information Fair and we will have a table at the ARCA New Day Conference later this month.
- Provided ongoing technical assistance and training.
- Plans are underway for Northern CA and Southern CA Convening's in October.

We continue to seek additional funding sources to maintain the coordination of the Network. We are currently working with UC Santa Barbara to apply for a Special Education Research grant under funding from the US Department of Education.

AGENCY REPORTS

Department of Developmental Services

Don Braeger reported the following:

- Staff has moved through barriers they've run into for the past five months in completing the application to OSEP, and the application is final. It is currently at the DDS Director's Office awaiting signature. Once it is signed, DDS will submit it to OSEP. Staff has also been working with upper management on record-keeping and other processes relative to travel. Once finalized, DDS will inform the ICC of the next face-to-face meeting date. Don Braeger asked if we wanted a meeting in Los Angeles and Sacramento on an alternating schedule. The Acting Chairperson and other members stated it was more practical to have the meeting in Sacramento to accommodate State Department members.

Regarding recruiting, DDS will work with the Governor's staff to develop a system to track and monitor the list of appointments waiting for approval. DDS needs to be involved in the appointment loop; otherwise, they have no way of knowing whether there are applicants in the queue whose appointments they could encourage. Again, DDS will inform the membership when this is accomplished.

Department of Public Health (DPH)

Robin Qualls, representing Laurel Cima-Coates, reported the following:

- The California Home Visiting Program started enrollment at the end of June 2012. They have a total of 21 sites, 13 sites are currently enrolling clients.
- Other local health jurisdiction sites are hiring and training staff to comply with Healthy Families America and Nurse Family Partnership model requirements and are receiving training on the Department's data entry system.
- CHVP QA Teams are currently reviewing 2012-2013 budget packages.

The program is continually getting updates from sites about their enrollment, and programs are operating well.

Department of Education (CDE) – No report available.

Department of Managed Health Care (DMHC) – No report available.

Department of Social Services (DSS) – No report available.

Department of Health Care Services (DHCS) – No report available.

Department of Alcohol & Drug Programs (DAPD) – No report available.

Department of Mental Health (DMH) – No report available.

First 5 California – No report available.

PUBLIC INPUT

APPROVED ON 11/16/2012

Laurie Jordan, Community Representative, Rainbow Connection Family Resource Center, Oxnard, CA

Ms. Jordan volunteered that she has been attending ICC meetings for a very long time and has made it a point to be on the conference calls; however, she wants to go on record as saying that she will not recruit new members as long as the ICC continues to hold its meetings via teleconference.

PRESENTATION: RE-DESIGNED ICC WEBSITE

Anastacia Byrne-Reed of DDS presented the new draft DDS ICC website and explained the three-fold purpose for renovating the site:

- Attract new ICC members and community representatives;
- Reach out to parents and professionals so they can share their public input; and
- Administratively support the existing ICC members.

Offering attendees a virtual tour via a PowerPoint presentation (Attachment B), Stacie contrasted the old web page with the new, expanded website and presented highlights of the new web pages.

Stacie will send the link to members for feedback. She would also like to develop a page regarding the orientation process for newcomers.

OTHER BUSINESS

Diane Simon Smith, the ICC Parent Leadership awardee from last year was selected by the Infant Toddler Coordinator Association for their 2012 Parent Leadership Award. It was proposed that she be acknowledged at the November meeting.

CLOSING ROLL CALL

Closing roll call was taken.

ADJOURNMENT

Theresa adjourned the meeting at 10:46a.m.

OTHER ICC GENERAL MEETING TELECONFERENCE PARTICIPANTS

Friday, September 7, 2012

Community Representatives

Brigitte Ammons
Edward Gold
Laurie Jordan
Dwight Lee
Robin Millar
Peter Michael Miller
Marty Omoto
Kristine Pilkington
Julie Kingsley Widman

Department Liaisons

Michele Donahue
Michael Miguelgorry
Erin Paulsen

WestEd

Monica Mathur
Angela McGuire
Stephanie Myers

Guests

Robin Qualls, CDPH

CALIFORNIA

Interagency Coordinating Council on Early Intervention

Together We Make a Difference



A Tour of the Draft DDS ICC Webpage
Presented to the Interagency Coordinating Council on Early Intervention
by Anastacia Byrne-Reed, ICC Coordinator
Friday, September 7, 2012

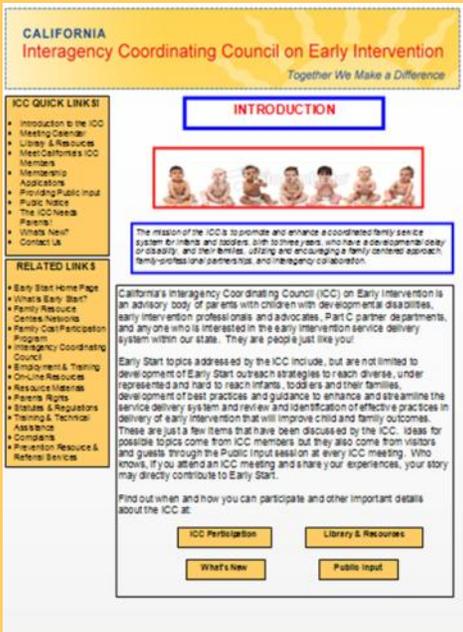
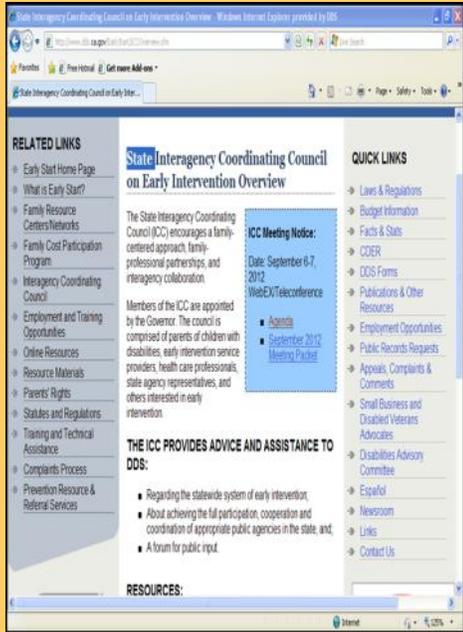
Purpose for renovating the ICC webpage:

- Attract new ICC members and community representatives
- Reach out to parents and professionals so that they can share their public input
- Administratively support the existing ICC members

The Old Versus The New

Current

Draft



ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
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- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/Networks
- Family Cost Participation Program
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- Employment & Training
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- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance

INTRODUCTION



The mission of the ICC is to promote and enhance a coordinated family service system for infants and toddlers, birth to three years, who have a developmental delay or disability, and their families, utilizing and encouraging a family centered approach, family-professional partnerships, and interagency collaboration.

What's New?

California's Interagency Coordinating Council (ICC) on Early Intervention is an advisory body of parents with children with developmental disabilities, early intervention professionals and advocates, Part C partner departments, and anyone who is interested in the early intervention service delivery system within our state. They are people just like you!

Early Start topics addressed by the ICC include, but are not limited to development of Early Start outreach strategies to reach diverse, under represented and hard to reach infants, toddlers and their families, development of best practices and guidance to enhance and streamline the service delivery system and review and identification of effective practices in delivery of early intervention that will improve child and family outcomes. These are just a few items that have been discussed by the ICC.

Ideas for possible topics come from ICC members but they also come from visitors and guests through the Public Input session at every ICC meeting. Who knows, if you attend an ICC meeting and share your experiences, your story may directly contribute to Early Start.

Find out when and how you can participate and other important details about the ICC at:

[Public Notice](#)

[Newcomers Corner](#)

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- Introduction to the ICC
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- Meeting Schedule
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- Newcomers Corner
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MEETING SCHEDULE



2012 meeting on the following dates and locations:

February 23 & 24, 2012, WebEx Only

May 17 & 18, 2012, WebEx Only

September 6 & 7, 2012, WebEx Only

November 15 & 16, 2012, TBD

ICC Meetings are held via WebEx format. You may view specific location, connection information and meeting documents for these meetings at:

Library & Resources

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- Meeting Schedule
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- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
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- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

WHAT'S NEW?

IDA Events

Early Start Institutes & Training

Policy & Procedure

News

SAP/ICC Webinars

Gallery of Outstanding Parent Leaders!



LIBRARY & RESOURCES

Welcome to the Library Resource Page! Here you will find all of the information you will need to successfully follow the Interagency Coordinating Council (ICC) on Early Intervention's current business:

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

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- Early Start Home Page
- What is Early Start?
- Family Resource Centers/Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance

[Acronyms](#)

[Early Start](#)

[Minutes & Notes](#)

[Annual Activities](#)

[History & Structure](#)

[Priorities & Recommendations](#)

[Bagely-Keene Act](#)

[Meeting Schedule](#)

[Public Input](#)

[By-Laws](#)

[Meeting Packet](#)

[Public Notice](#)

[California's Outstanding Parent](#)

[Member Roles & Responsibilities](#)

[Recommendations](#)

[Correspondence](#)

[Member Roster](#)

[Travel](#)

[DDS Home Page](#)

[Membership Applications](#)

[What's New?](#)

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
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MEMBERS & COMMUNITY REPRESENTATIVES

The Interagency Coordinating Council is comprised of different types of participants, Governor appointed **ICC Members** who are voting members on the Council and **Community Representatives** who represent various stakeholder groups from around the State and whose role is to advise and assist the ICC members on the state of California's Early Start. These two groups are made up of parents and professionals lending integral frontline feedback to the Part C Lead Agency, the Department of Developmental Services (DDS) and it's partner agencies serving Part C IDEA.

ICC Members and Community Representatives can visit the ICC Library & Resource Page to access the meeting calendar, minutes and notes, travel information, and the meeting packet for the next meeting

Library & Resources

Members and Community Representatives new to the ICC may visit the ICC Newcomers Corner for information about meetings and other resources at:

Newcomers Corner

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
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- Public Input
- Public Notice
- Contact Us

CALIFORNIA'S OUTSTANDING PARENT LEADERS

The Interagency Coordinating Council (ICC) on Early Intervention Parent Leadership Award is designed to acknowledge parents or grandparents who has shown outstanding leadership in addressing under Part C of the Individuals with Disabilities Education Act (IDEA). Do you know an outstanding Early Start Parent Leader in your community? Someone who not only shines as a parent but has been instrumental in increasing awareness of and access to services for infants and toddlers? Can you think of anyone who has empowered other parents in advocating on behalf of their young children? We are always looking for nominations on outstanding parents!

Nominate an Outstanding Parent Leader

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

Our Gallery of Outstanding Parent Leaders from Years Past



Diane Simon
Smith
2012



Julie Kingsley
Widman
2011



Maureen
Niemeyer
2010



Nora
Thompson
2009

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance

MEMBERSHIP APPLICATIONS

Are you interested in joining the Interagency Coordinating Council (ICC) on Early Intervention in their work to better the lives of infants, toddlers with developmental delays and disabilities and their families? Consider becoming a governor appointed member or a community representative!



The Department of Developmental Services (DDS) is soliciting applications for appointment. ICC Members are appointed by the Governor. Community Representatives are appointed by the ICC chair. They can be parents, professionals or anyone with experience within California's Early Start community.

You may visit the Roles & Responsibilities page to get a further sense of the difference between ICC Members and Community Representatives. If you feel like you can commit your time and resources, please consider applying to be a member or community representative.

MEMBER ROLES & RESPONSIBILITIES

MEMBERSHIP APPLICATIONS

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations

NEWCOMER'S CORNER

ICC Meetings are open meetings which means that anyone can attend. Whether you be a newly appointed member, community representative, or just curious about the business of the ICC, you are encouraged to join us. Voices from the community drive the ICC. Prior to any meeting, you can easily familiarize yourself with the who, what, how, and when the ICC conducts it's business. Your single most



valuable resource is the ICC Library & Resources Page which will orient you to our history, structure and by-laws. You will also find meeting minutes and notes so your can follow the current work of the ICC. New comers to meetings may find they have the resources to commit themselves to the ICC meetings and participate regularly. Membership roles and responsibilities and membership applications can also be accessed on the resource page.

Library & Resources



New members, community representatives and guests will also receive a verbal or face to face orientation from one or more veteran ICC members at each meeting! Your questions will be answered directly and the new ideas you bring to the table valued! As a new member, your single most valuable resource is the ICC Library &

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

MEMBER TRAVEL



Travel reimbursement is made available to Governor appointed ICC members and Community Representatives only.

Due to Governor Edmund G. Brown's Executive Order #B-3-11, all Interagency Coordinating Council (ICC) on Early Intervention meetings are currently held using a WebEx (Teleconferencing) format. For more information on the Governor's Executive Order, you may visit:

Governor's Executive Order #B-3-11

The WebEx meeting format has been adopted to reduce the travel costs for each quarterly meeting.

The California Association of Family Empowerment Centers (CAFEC) provides Family Participation Funds (FPF) to help pay for travel costs for those ICC Members and Community Representatives who are parents. Forms for claiming travel advances, reimbursements and Parent stipends can be found below:

Travel Advances & Instructions

Travel Expense Claim Forms & Instructions

CAFEC

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

PARENTS ON THE ICC

Parents are the single most integral component to the ICC and we encourage their participation at every meeting. Parents have an opportunity to experience first hand what our experienced cadre of parents and professionals do for the Early Start service delivery system!



The ICC encourages the families of infants and toddlers with developmental delays and disabilities to share their victories, concerns, suggestions, experiences and stories at every meeting. Parental participation may directly impact the Early Start service delivery system in California! If you wish to share your experiences, find out when and how you can by visiting our public input page.

Public Input

If, after you have experienced one of our ICC meetings, you decide that you would like to provide active assistance to the ICC in it's mission, you may apply as an ICC Member or a Community Representative at:

Membership Applications

Drop by the ICC California's Parent Leaders page to see what parents just like you have done on behalf the Early Start community!

California's Parent Leaders

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

PUBLIC INPUT



Are you a parent or professional who would like to share their Early Start experience with the ICC? The ICC encourages the anyone interested in early intervention to share their Early Start victories, concerns, suggestions and experiences, and stories at every meeting by:

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

- 1) Providing your written Public Input on the Public Input page and it will be read aloud during the next ICC meeting:

Public Input

- 2) Submitting your public input during live ICC meetings. Go to our *Public Notice Page* to find out when and how to connect with us at our next meeting;

Public Notice

- 3) Written Public Comment. You may submit your public input in writing to:

Department of Developmental Services
Early Start State Section
Attn: Anastacia Byrne-Reed, ICC Coordinator
1600 Ninth Street, Room 330, M.S. 3-8
Sacramento, CA 95814

Your public input will then be read during the next ICC meeting and will be reflected in the meeting minutes and notes.

ICC QUICK LINKS!

- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Member Travel
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

RELATED LINKS

- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical

PUBLIC NOTICE

The Interagency Coordinating Council meets four times a year via virtual WebEx format and/or live meetings! Everyone interested in Early Intervention is invited to participate. You may even provide commentary during the Public Input forum! Check the Meeting Calendar and Public Notice pages for information for when and how you can participate:

Public Notice

If you do decide you are going to attend an ICC meeting and you would like to actively participate by sharing your stories, experiences and ideas, You can find out how you can provide public input by visiting

Public Input



You can find other important ICC information for meetings like minutes and notes, membership applications, the meeting packet for the next meeting on the Library & Resources Page.

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- Introduction to the ICC
- What's New?
- Meeting Schedule
- Library & Resources
- Members & Community Representatives
- Membership Applications
- Newcomers Corner
- Parents on the ICC
- California's Outstanding Parent Leaders
- Public Input
- Public Notice
- Contact Us

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- Early Start Home Page
- What is Early Start?
- Family Resource Centers/ Networks
- Family Cost Participation Program
- Interagency Coordinating Council
- Employment & Training
- On-Line Resources
- Resource Materials
- Parents Rights
- Statutes & Regulations
- Training & Technical Assistance
- Complaints
- Prevention Resource & Referral Services

CONTACT US



The Interagency Coordinating Council (ICC) on Early Intervention advises and assists California's Part C Lead Agency, The Department of Developmental Services, and its partner agencies, on the Early Start service delivery system. If you should have any questions or would like to learn more about the ICC, please feel free to contact:

Department of Developmental Services
Early Start State Services Unit
Attn: Anastacia Byrne-Reed, ICC Coordinator
1600 Ninth Street, Room 330, M.S. 3-8
Sacramento, CA 95814
Telephone: (916) 654-1590
Facsimile: (916) 654-3255