

APPROVED ON 08/25/2010

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING NOTES**

**COMMITTEE:** Quality Personnel Committee

**RECORDER:** Angela McGuire

**DATE:** April 29, 2010

**COMMITTEE MEMBERS**

**PRESENT:** Marie Kanne Poulsen, Kris Pilkington

**GUESTS:** Erin Dubey, Maurine Ballard Rosa, Kathleen Sadao, Cathy Mikitka, Kari Stewart, Jeannie Smalley, Linda Landry

**LIASONS:** Pam Quiroz (CDE)

**STAFF:** Angela McGuire, Virginia Reynolds

**ABSENT:** Beverley Morgan-Sandoz, Madeline Journey-Lynn, Ellen Cervantes, Patric Widmann (DDS)

**SUMMARY**

- I. INTRODUCTION AND WELCOME TO NEW MEMBERS
  - A. Committee discussed the following community issues:
    - Misperceptions of the changes in early intervention: 1) That services no longer have to be delivered in natural environments, and 2) That there is no more Early Start to which to refer. There is a need for outreach and education to the community to let them know services are still available.
    - Articulation of interagency relationships for collaboration in implementing personnel preparation in early intervention.
    - Impact of budget cuts at the pre-service level.
    - First5 activities focusing on birth to three.
    - Budget issues impacting ability of program staff to participate in training and technical assistance.
- II. AGENDA REVIEW
  - A. Reviewed and approved April agenda.
- III. REVIEW AND APPROVAL OF MINUTES
  - A. Reviewed and approved February notes.

IV. CHAIR'S REPORT

A. Chair shared information on infant mental health activities including Project ABC in Los Angeles, community awareness information from the Ca Social Awareness Committee on Supporting Early Childhood Mental Health, and the Perinatal Mental Health Task Force. Also recommended Postpartum Support Inc.

- [Samhsa.gov/children](http://Samhsa.gov/children)
- [www.lacountyperinatalmentalhealth.org](http://www.lacountyperinatalmentalhealth.org)

V. PRIORITY TASKS/DISCUSSION

A. Early Start Training: Overview of ES Comprehensive System of Personnel Development (WestEd staff)- Deferred to August

B. Early Start Personnel Manual

1. Kris Pilkington and Maurine Ballard-Rosa presented Draft Revised Early Start Personnel Manual (ESPM) to committee. Questions/suggestions from committee; *answers from presentation team:*

- Will there be a self-assessment/competency tracking component? *Team would like eventually to see some kind of downloadable checklist of self-assessment tool.*
- Are we doing outreach to and inclusion of HeadStart/Early Head Start, Migrant, Tribal and Military staff? *Hope is to disseminate to all of these groups.*
- Collect and organize resources according to 6 Principles. *This would be a good topic/activity for TTAC.*
- Reference §303.321 for groups to include in audience.
- State and community organizations should include First5 association.
- Other federal, state and community programs should include local First5s.
- How do you help communicate the core provider model?
- What term are you using for reflective practice over and above regulated supervision?
- Recommend a redesign of the table for EI Team Members.
- The term 'Technical' seems a bit off to describe Family Support Specialists. Is there another term that could be used? *'Technical' means 'trained,' so that does fit. Might want to add what is meant by 'technical.'*
- On p. 21, is it correct that ANY AA plus the CA Community College EIA certificate designates an EIA? *Team decided to remove c. on p. 21 altogether.*
- References for the Principles are included. QPC members were asked to please share additional references and terminology.
- Will there be some way to track who is downloading and how they are using the ESPM once it is ready for dissemination?

2. Final review for recommendation to Executive Committee (WestEd staff and consultants)
  - QPC was asked to read through and offer comments and questions. Communications should be directed to Kari Stewart @ [kstewar@wested.org](mailto:kstewar@wested.org)
- C. Update on Plans for Monitoring- May be addressed in ICC presentation tomorrow.

VI. COMMITTEE ACTIVITIES

A. Membership

- Committee requests members representing
  1. ES Coordinator
  2. RC Training Coordinator

B. Public input

1. Chair reviewed updated document and found the following issues–
  - a. Denial of insurance and timely delivery of services
  - b. Referrals are down
  - c. Perception that group behavioral training is required before or provided instead of a behavior specialist
  - d. Praise for ES training
  - e. Interview past Part C parents to determine what went right (during transition) and integrate into training
2. Discuss processes for tracking

VII. ACTION AND RECOMMENDATIONS

A. To Executive Committee:

- Identify and assign new QPC members representing ES Coordinators, RC Training Coordinators
- Consider ICC representation from these groups: Migrant, Tribal, Military families, service providers, and agencies

B. To QPC Members: Review ESPM and send comments and questions to Kari Stewart

VIII. NEXT MEETING

D. August 26, 2010:

1. Presentation: Early Start Training
  - Overview of ES Comprehensive System of Personnel Development (WestEd staff)

E. Report on TTAC activities

F. Update on Monitoring from Department Staff