



STATE SYSTEMIC IMPROVEMENT PLAN
TASK FORCE
MEETING MINUTES

Meeting Date: 10/06/2015

Meeting Location: WestEd

Approval: 10/30/2015

Recorded By: DDS Staff

1. ATTENDANCE

Name	Stakeholder Group Categories	Present/Absent
Sheila Self, Education Programs Consultant Policy and Program Services Special Education Division California Department of Education	Interagency Coordinating Council (ICC) Member Part B Coordinator	Present
Marie Kanne Poulsen, Ph.D., Associate Director of Behavioral Health University of Southern California University Center for Excellence in Developmental Disabilities Children's Hospital Los Angeles	ICC Member and Executive Committee Chair Infant Mental Health	Present
Virginia Reynolds, Program Director WestEd Center for Prevention & Early Intervention Lead, National Center for Systemic Improvement	NCSI CPEI WestEd	Present (on the phone)
Tony Anderson, Executive Director The Arc of California	Advocacy Community ICC Community Representative	Absent
Fernando Antonio Gomez, President Association of Regional Center Agencies (ARCA) Board of Directors, Westside Regional Center	ARCA ICC Member Parent Regional Center	Present
Jackie Clark, Program Manager Placer County Office of Education	Lead Educational Agency (LEA) Regional Center Vendor	Present
Robin Larson, Intake Supervisor Far Northern Regional Center	Regional Center	Present
Nina Garrett, Associate Director Case Management Services San Diego Regional Center	Regional Center	Present
Carmen Vasquez, Manager Early Start Program Eastern Los Angeles Regional Center	ICC Community Representative Regional Center	Present
Renee C. Wachtel, M.D. Developmental-Behavioral Pediatrics and Neurodevelopmental Disabilities	Developmental-Behavioral Pediatrics Neurodevelopmental Disabilities	Absent
Robin Millar, Administrative Director Adult and Pediatric Therapies	ICC Community Representative Regional Center Vendor	Absent

Child Development Center Simi Valley Hospital		
Kelly Young, Executive Director WarmLine Family Resource Center Family Resource Center Network of California	Family Resource Center ICC Community Representative Parent	Present
Tara Sisemore-Hester, Coordinator of Autism Services Valley Mountain Regional Center	Autism Regional Center	Present
Alise Paillard, PhD Senior Program Associate – Special Education WestEd Center for Prevention & Early Intervention National Center for Systemic Improvement	NCSI CPEI WestEd	Present

Department of Developmental Services (DDS): Reyna Ambriz, Sharon DeRego, JoEllen Fletcher, Jim Knight, Elise Parnes, Erin Paulsen, Jennifer Teykaerts, Emily Woolford

Special Guest:

Angela McGuire, Senior Program Associate at WestEd's National Center for Systemic Improvement and Center for Prevention & Early Intervention. Ms. McGuire attended the meeting to provide in-person representation on behalf of Virginia Reynolds.

2. MEETING LOCATION

WestEd, 1000 G Street, Sacramento, CA 95814

3. AGENDA

• Welcome and Introductions

- Three members were absent and one member participated via conference call.

• Report from Cross-State Learning Collaborative Attendees

- Robin Larson and Marie Poulsen shared a report from their attendance as California State Team Members at the NCSI Cross-State Learning Collaborative on Social Emotional Development face-to-face meeting, which took place September 29-30 in Chicago, IL.
- States were invited to participate in the Collaborative based on the focus of their State Systemic Improvement Plan (SSIP). Of the 27 states focusing on social-emotional development, 12 were present at the Learning Collaborative.
 - Topics at the Learning Collaborative meeting included: developing a Phase II plan; using evidence-based practices (EBPs); and, developing evaluation strategies.

- The group discussed possible changes to the Theory of Action, specifically to move “Provider Education” from the first Strand of Action to the second Strand, in order to better align the targeted audience for those strategies. After discussing the difference between “education” and “professional development,” the group decided not to change the strands, and to operationalize those terms as part of the development of a Phase II plan.
- The group discussed the benefit of adopting and adapting materials and strategies from other states. The group also discussed implementing the Phase II plan on a smaller scale, rather than statewide, as many other states are doing.
- The group discussed the need to partner with family resource centers (FRCs) and First 5, as well as the idea to use a statewide social marketing campaign to increase awareness of social-emotional development.
- Ms. Larson shared that NCSI hosts a private networking site for the Learning Collaborative, www.ncsisocialemotional.ning.com. The site offers states the chance to collaborate and also to access pertinent information. Angela McGuire displayed the website on the projector screen and informed the SSIP Task Force that she would be issuing invitations for them to join the site to access the work space.
- The group discussed including family protective factors into the IFSP as Family Outcomes, leveraging other community services, identifying other supports for families, and identifying and leveraging available cultural supports.
- The group discussed sample evaluation tools from Kansas’ SSIP and the Early Childhood Outcomes center, as well as the Ages and Stages Questionnaire – Social/Emotional.
- Alise Paillard and Virginia Reynolds shared that there are other NCSI professionals with expertise in social-emotional development who are available to California’s state team for support and assistance.
- **Overview and Implementation Science Refresher**
 - Sharon DeRego reviewed the plan for Phase II, and reviewed a few key concepts from Implementation Science, including feedback loops and data, and the continuous improvement cycle.
 - She also presented a draft organizational structure for the SSIP, including roles and functions of the Executive Committee, DDS Leadership Committee, and the SSIP Task Force.
- **Improvement Strategy Development Workgroups**
 - Jennifer Teykaerts reviewed the workgroup structure, assignments, materials, roles, and activities. Workgroups were created based on the Strands of Action in California’s Theory of Action. The three workgroups are Parent/Provider Education, Professional Development, and Interagency Coordination. Membership in these groups was decided based on individual expertise, and each group has even representation from the various stakeholder groups represented on the Task Force.
 - The group discussed the implementation plan of identifying and focusing on three to four regional center catchment areas, then scaling up statewide. These “innovative zones” would ideally be areas that already have expertise in implementing EBPs focusing on social-emotional development.

- The group also discussed the importance of requesting regional center support through the Association of Regional Center Agencies (ARCA) and the regional center Executive Directors. Fernando Antonio Gomez reported that the ARCA Board is beginning to develop a three year strategic plan, making this a good time to present the SSIP to them.
- Group members reported that the SSIP has been presented to the ARCA Early Start Discipline group, Early Start Supervisor Groups, and the ARCA Chief Counselors group.
- After lunch, the workgroups met to discuss their roles and responsibilities, elect a Chair, and begin working on their Plan Development Worksheets.
- **Workgroup Report Out**
 - The large group reconvened at the end of the meeting and the three workgroups reported their progress. Each workgroup brainstormed at least one activity to implement as part of Phase II.
- **Next Steps**
 - The group confirmed that the next meeting will take place November 3rd, 2015 at WestEd.
 - Ms. Teykaerts reminded the workgroups that the first Progress Report and draft of the Plan Development Worksheet is due to DDS on October 19, 2015. She encouraged groups to work together offline between meetings through conference calls and/or emails.

4. NEXT MEETINGS

November 3, 2015

December 1, 2015 (placeholder)

Location: WestEd, 1000 G Street, Sacramento, CA 95814

Time: 10:00 am to 4:00 pm