



STATE SYSTEMIC IMPROVEMENT PLAN
TASK FORCE
MEETING MINUTES

Meeting Date: 12/11/2014

Meeting Location: Department of Developmental Services

Approval: Pending

Recorded By: DDS Staff

1 ATTENDANCE

	Name	Stakeholder Group Categories	Present/Absent
1	Meredith Cathcart, M.S. Administrator Policy and Program Services	California Department of Education, Special Education Part B Coordinator	Yes
2	Marie Kanne Poulsen, Ph.D. University of Southern California	Interagency Coordinating Council (ICC) member and Executive Committee chair person	Yes
3	Virginia Reynolds Program Director WestEd Center for Prevention & Early Intervention (WestED)	WestEd Center for Systemic Improvement	No. Representative present
4	Tony Anderson Executive Director ARC of California	Advocacy community	Yes
5	Fernando Antonio Gomez President, Board of Directors (BOD), Association of Regional Center Agencies (ARCA)	ARCA BOD/Westside Regional Center ICC member Parent	Yes
6	Gina Guarneri, M.A. Center for Excellence in Developmental Disabilities UC Davis MIND Institute	Training/Technical Assistance, UC Davis MIND Institute	Yes
7	Robin Larson Case management Supervisor, Intake and Assessment Far Northern Regional Center (RC)	Far Northern RC	Yes
8	Nina Garrett Associate Director Case Management Services San Diego Regional Center	San Diego RC	Yes
9	Carmen Vasquez, Manager Early Start Program East Los Angeles RC	East Los Angeles RC	Yes
10	Renee C. Wachtel, M.D.	Developmental-Behavioral Pediatrics, Neurodevelopmental Disabilities	Yes
11	Robin Millar Administrative Director Adult and Pediatric Therapies Child Development Center Simi Valley Hospital	Vendor with regional centers in Ventura and West Los Angeles	Yes
12	Kelly Young Executive Director WarmLine Family Resource Center	Family Resource Center Network of California Parent	Yes

Department of Developmental Services: Ashley Franklin, Joey Fletcher, Jonathan Hill, Kay Ryan, Karla Lannon, Azadeh Fares, Jennifer Teykaerts, Elise Parnes

2 MEETING LOCATION

Building: 1600, 9th Street, Sacramento, CA 95814

Conference Room: 360

Conference Line: 888-251-2909

3 MEETING START

Meeting Schedule Start: 9:00 am

Meeting Actual Start: 9:10 am due to weather delaying arrival of some participants

4 AGENDA

- **Welcome and Introductions**
 - Complete, all members were either present or had sent a representative.
- **Review California's approved SiMR**
 - The SSIP task force reviewed the State Identified Measurable Improvement Analysis for the approved State-identified Measurable Result (SiMR) specific to improving child outcomes in social-emotional development, Outcome A, Summary Statement 1. The report included targets and outcomes for Federal Fiscal Year (FFY) 2012 as well as monitoring data for the regional centers, and disaggregated data by regional centers' population served, diagnoses (Intellectual Disability, Cerebral Palsy, Epilepsy, Autism, Down Syndrome, and other Developmental Disabilities), and race and ethnicity (24 races and ethnicities). The disaggregated data presented both FFY 2011 and FFY 2012
 - The following questions were moved to the Parking Lot:
 - How will at risk children be coded in the Early Start Report and will they be in SANDIS?
 - Is what we are measuring re: social/emotional development realistic? Should we look at developmental age rather than chronological age? Do you measure the child based on their own improvement or the school district benchmark?
- **Full group discussion**
 - The SSIP task force discussed whether to keep Indicator 4 as a supplement to the SiMR since revisions to the family survey questions is out of the scope of work for the SiMR. The task force also discussed whether California should use whole or disaggregated data by factors other than regional center, such as ethnicity or diagnosis, etc.
- **Root cause analysis and strategy identification**
 - The SSIP task force conducted a root cause analysis to determine the reasons and barriers for low performance in Child Outcomes, Social-Emotional development – Outcome A, Summary Statement 1. The group identified several reasons for low performance and also some reasons for better performance in higher-performing regional centers.

- The task force also brainstormed strategies to address the issues discovered during the root cause analysis.

5 MEETING END

Meeting Schedule End: 4:00 pm

Meeting Actual End: 3:30 pm to allow for safe travel of task force members due to bad weather

6 POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Send draft of root cause and strategies document to task force members, leaving space at the end of each section for additions DONE	Azadeh	December 12, 2014
Email task force members a link to the 2010 National Center for Children in Poverty study—Promoting the Social-emotional Wellbeing of Infants and Toddlers in Early Intervention Programs: Promising Strategies in Four Communities DONE	Azadeh	December 12, 2014
Send email to Carmen, Nina and Azadeh regarding changes in eligibility criteria	Robin Larson	January 9, 2015
Send flyer re: change in eligibility criteria to Joey DONE	Robin Millar	January 9, 2015
Email the 5x7 card re: change in eligibility criteria to Joey for distribution to task force members	Robin Larson	January 9, 2015
Send the root causes and strategies document out to the EI sups for review and comment, and forward comments to DDS.	Robin Larson, North Carmen Vasquez, South	January 9, 2015
Email notes from the Early Start video conference to Joey	Marie and Gina	January 9, 2015

7 DECISIONS MADE

- California shall **not** keep Indicator 4, Help Their Children Develop and Learn as a supplement to the SiMR in light of the exclusion of proposed revisions to the family survey.
 - Indicator 4 will be kept as a potential strategy for improving child outcomes in social-emotional development, Outcome A, Summary Statement 1.
- California shall **not** use disaggregated data by factors other than regional center.
 - All data will reflect the whole data including the appropriate related California Department of Education (CDE) data.

8 NEXT MEETING

Next Meeting: **Tuesday, January 13, 2015**

Location: 1600, 9th Street, Room 360, Sacramento, CA 95814

Time: 9:00 am to 4:00 pm (working lunch)

Following Meeting: February, 17 2015

Location: 1600, 9th Street, Room 360, Sacramento, CA 95814

Time: 9:00 am to 4:00 pm (working lunch)