SSIP – PHASE II

for Infants and Toddlers with Disabilities and Their Families

DEPARTMENT OF DEVELOPMENTAL SERVICES
# Agenda

**State Systemic Improvement Plan Task Force Agenda**

**Date:** Tues, December 1, 2015  
**Time:** 10:00 a.m. – 4:00 p.m.  
**Location:** WestEd, 1000 G Street, Sacramento, CA 95814

**Purpose of the meeting:** Complete and submit final drafts of the Plan Development Worksheets.

<table>
<thead>
<tr>
<th>AGENDA ITEMS</th>
<th>RESPONSIBILITY</th>
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<tbody>
<tr>
<td>10:00 a.m. – Welcome and Introductions</td>
<td>All</td>
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<tr>
<td>10:10 a.m. – Review Agenda</td>
<td>Sharon DeRego, DDS</td>
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<td>10:20 a.m. – Workgroup Chair Report-Out</td>
<td>Workgroup Chairs</td>
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<td>10:40 a.m. – Review and Discuss Long-Term Implementation Plan and Timeline</td>
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<td>12:00 p.m. – Working Lunch</td>
<td>All</td>
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<td>• Continue discussing implementation plan and timeline, or break into Workgroups to finalize Plan Development Worksheets</td>
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<td>12:30 p.m. – Improvement Strategy Development Workgroups</td>
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<tr>
<td>• Finalize Plan Development Worksheets</td>
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<td>2:00 p.m. – Plan Development Worksheet Review</td>
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<tr>
<td>• Group to finalize Implementation Plan</td>
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<td>3:30 p.m. – Planning for Next Year</td>
<td>Jennifer Teykaerts, DDS</td>
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Workgroup Chair Reports
Long-Term Implementation Timeline

DRAFT
Communication and Outreach Plan

- Letter to regional centers, LEAs, FRCs, ARCA
  - Target date for dissemination: mid- to late-December

- Calendar of outreach opportunities
  - Meetings, conferences, etc.

- Statewide rollout
  - Reaching all RCs, FRCs, LEAs
  - Target dates: Jan/Feb – April 2016

- Boilerplate presentation and handout
SSIP Implementation
Organizational Structure

Executive Committee

DDS Leadership Committee
SSIP Task Force Workgroup

Network of Champions

Local Implementation Team

Innovative Zone

- Regional Center
- FRC
- SELPA
- Other partners

- Local Implementation Team Rep
- DDS/CDE
- ??
Roles and Functions

Executive Committee

Purpose: Provide guidance, approve decisions, review implementation work products of DDS Leadership Committee and SSIP Task Force Workgroup

DDS members:

Jim Knight, Assistant Deputy Director
Community Services Division

Sharon DeRego, Manager
Monitoring and Family Services Branch

JoEllen Fletcher, Chief
Early Start & Health Services Section

Other members: Members from Regional Center Innovative Zones, WestEd Representatives
Roles and Functions

DDS Leadership Committee

Purpose: Oversee the statewide process and ensure that timelines and deliverables are met; identify any statewide systems issues as they arise and problem solve across system; advise and provide support to Executive Committee and SSIP Task Force Workgroup.

Meeting Facilitators: Jennifer Teykaerts and Karla Lannon

Members: JoEllen Fletcher, Erin Paulsen, Jonathan Hill, Elise Parnes, Emily Woolford, Jennifer Teykearts, Karla Lannon, Sharon DeRego, Andrew Cavagnaro, Alise Paillard, Virginia Reynolds
Roles and Functions

SSIP Task Force Workgroup

Purpose: Be the voice of the organizations they represent, provide guidance, feedback and work deliverables.

Facilitators: Jennifer Teykaerts and Karla Lannon

Members: SSIP Task Force Members
SSIP Task Force Workgroup
Scope of Work and Responsibility

• Provide input on SSIP Phase II deliverables
• Identify strategies to ensure SSIP Phase II deliverables are implemented at the local level
• Recommend a Plan to the State that meets OSEP specifications
Roles and Functions

Regional Center Innovative Zones

Purpose: Oversee the SSIP roll out process at Regional Center catchment area level working with Local Implementation Team members; identify SSIP strategies and deliverables to be met at the local level; identify any systems issues at the local level and help problem solve; share roll out process and strategies with other Regional Center Innovative Zones; and participate in Executive Committee conference calls.

Members: Members of Regional Center Innovative Zones
Regional Center Innovative Zones
Scope of Work and Responsibility

• Oversee SSIP roll out in their Regional Center Innovative Zone
• Identify members of Local Implementation Teams and coordinate meetings
• Identify any systems issues at the local level as they arise and problem solve across system
• Identify strategies to ensure SSIP Phase II deliverables are implemented at the local level
• Work with other Regional Center Innovative Zones to share strategies and lessons learned
Roles and Functions

Local Implementation Teams

Purpose: Implement the SSIP roll out process at the local level; collaborate with Local Implementation Team members to ensure that SSIP strategies and deliverables are implemented and are timely; identify any systems issues at the local level and problem solve.

Members: Regional Center Early Start staff; Local Education Agency staff; Family Resource Center staff and others TBD.
Local Implementation Teams
Scope of Work and Responsibility

• Coordinate and implement the SSIP roll out process at the local level
• Collaborate with members of Local Implementation Team members to ensure Regional Center Innovative Zone SSIP strategies and deliverables are implemented at the local level and are timely
• Identify any systems issues at the local level and work with Regional Center Innovative Zone to problem solve