

Executive Committee Meeting Minutes

Date: Thursday, January 22, 2015
Time: 10:00 a.m. – 12:00 p.m.
Room: 205

AGENDA ITEMS	RESPONSIBILITY	
• Welcome	Marie Kanne Poulsen	
• Ground Rules and Logistics	DDS - Kay Ryan	
• Introductions and Roll Call	DDS - Kay Ryan	
• Approval of November 2014 Minutes	Marie Kanne Poulsen	
• Annual Performance Report (APR) <ul style="list-style-type: none"> ○ State-identified Measurable Result (SiMR) ○ Structure for ICC Involvement 	DDS - Azadeh Fares, Karla Lannon, Kay Ryan	
• Strategic Plan	DDS - Kay Ryan	
• Timeline of ICC History	DDS – Kay Ryan	
• Next Steps and Adjourn	DDS - Kay Ryan	
ACTION ITEMS	Assigned to:	Deadline/Status
Minutes for the November 2014 meeting approved with edits.	Complete	Complete
Presentation and discussion regarding disaggregated data from the Family Survey responses.	DDS	Future ICC meeting
Add approval of ICC By-Laws to the April ICC meetings	DDS	April ICC Meetings
Send link to the ICC Handbook with reminder that the group discussed reviewing the accomplishments and sending any additions to Marie by email. Marie will provide an update at the April ICC meeting.	DDS/Marie Kanne Poulsen/All	April ICC Meetings
Add ICC travel to the agenda for a future ICC meeting	DDS	Unspecified

Notes:

January 2015 ICC Meetings

Executive Committee:	1/22/15	10:00 a.m. – 12:00 p.m.	Room 205
Committee of the Whole:	1/22/15	1:00 p.m. – 4:00 p.m.	Room 205
General Meeting:	1/23/15	9:00 a.m. – 1:00 p.m.	Room 205

All meetings for January 2015 held at the CA Dept. Social Services located at 744 P Street, Sacramento, CA 95814.

The group reviewed a PowerPoint presentation, which is available on the DDS Early Start webpage. The group discussed the language relating to social emotional outcomes and professional development under coherent improvement strategies. Azadeh Fares showed examples of the broad improvement strategies and a Theory of Action from the state of Virginia and explained that a Theory of Action will be created for California that will, with the State Systemic Improvement Plan (SSIP) and SiMR, be submitted to the federal Office of Special Education Programs (OSEP) by April 2, 2015. Azadeh Fares reviewed the root cause analysis and strategies that the SSIP Taskforce created. The group discussed and explored the potential for interagency collaboration. Azadeh Fares explained the APR process and provided an update on its status. The APR is due to OSEP on February 2, 2015. Azadeh Fares and Karla Lannon shared the new APR format for historical APR data, and projected APR targets for the upcoming years. Karla Lannon explained that California usually submits a State Performance Plan every five years, and the APR annually. Karla Lannon described the targets set for each year and explained the difference between the performance and compliance indicators. Azadeh Fares and Karla Lannon also explained the reasoning used in selecting the targets and the technical assistance provided by OSEP. Erin Paulsen presented an update on the monitoring data. The group discussed the current Corrective Action Plan. The group requested a presentation and discussion regarding the disaggregated data from the Family Survey at a future ICC meeting.

The group requested to add the approval of the ICC By-Laws to the April ICC meeting agenda.

The group discussed the timeline of ICC history. A discussion occurred regarding the history captured in the APR (since 2007) and ICC Handbook. There was consensus among the group to send out an email reminding everyone to review the online ICC Handbook online and send comments, updates, or additional items to Marie Poulsen via email. Marie Poulsen agreed to compile the responses and provide a status update at the April ICC meetings.

The group discussed the orientations that were previously offered at the beginning of each ICC meeting for new participants. Virginia Reynolds requested the group to reintegrate these orientations back into the ICC meetings.

Theresa Rossini expressed her concerns regarding the current process for booking and submitting claims for travel reimbursement. Theresa Rossini explained the process is less convenient than how she recalls it being in the past. Jim Knight explained that the state has changed some of the travel rules, forcing the ICC to align with the rest of the state. The group discussed the unique needs of families with children who have special needs that are not being accommodated with these new requirements. Jim Knight further explained that DDS is working on sorting through the issues with travel reservations and reimbursements to obtain clarity regarding travel rules.

Theresa Rossini asked about out-of-state travel for the OSEP meetings, and if or how that would be covered this year. Jim Knight explained that all out-of-state travel must be approved by the Governor's office.

The group adjourned for lunch and reconvened at 1:00 p.m. for the Committee of the Whole.

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