

**ICC Meeting Agenda (Day One)**  
**Date: Thursday, January 19, 2017**  
**Time: 10:00 a.m. - 4:00 p.m.**

**Westside Regional Center**  
**5901 Green Valley Circle, Suite 320**  
**Culver City, CA 90230**

**Room: 4A (4<sup>th</sup> floor)**

**AGENDA ITEMS**

**RESPONSIBILITY**

10:00 - 10:30	<p>Opening</p> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introductions/Roll Call</li> <li>• Approval of October 20-21, 2016 Minutes</li> <li>• Review of previous tasks</li> <li>• Review Agenda</li> <li>• Announcements</li> <li>• Part C Literacy</li> </ul>	Marie Kanne Poulsen, ICC Chair
10:30 – 11:00	<p>DDS Update</p> <ul style="list-style-type: none"> <li>• APR Update</li> <li>• SSIP Update</li> </ul>	Jim Knight/Sharon DeRego, DDS
11:00-11:30	State Systemic Improvement Plan Updates	DDS
11:30-12:00	Watch Me Grow Developmental Milestone Tool	Jill Rowland, Alliance for Children's Rights
12:00 - 1:15 Lunch (attendee discretion)		
1:15-3:45	<p>Committee Meetings</p> <ol style="list-style-type: none"> <li>1. Improving State Systems</li> <li>2. Communication &amp; Outreach</li> </ol>	All
3:45 - 4:00	Next Steps and Adjourn	Marie Kanne Poulsen

**State Interagency Coordinating Council on Early Intervention  
Meeting Day One**

**Minutes**

**Thursday, January 19, 2017**

**10:00 a.m. – 4:00 p.m.**

**Westside Regional Center, Suite 320**

Dr. Marie Kanne Poulsen called the meeting to order at 10:01 a.m.

Introductions and Roll Call were conducted.

Dr. Poulsen encouraged the Council to send photographs of infants, toddlers, and families that are representative of Early Start.

The October 2016 Meeting Minutes were approved with the following amendment:

- Notate that Fran Chasen was excused, not absent.

The Council reviewed the October 2016 Meeting Tasks. At the October 2016 meeting, a vote was taken for the Council to write a letter to DDS, supporting the Parent Links Program, with a provision that the funding would not be utilized from the Family Resource Center budget.

Dr. Poulsen reported that the letter supporting the Parent Links Program was signed by the Interagency Coordinating Council (ICC) Chairperson and Co-Chairperson, and was sent to the Department of Developmental Services (DDS).

The Council reviewed the agenda, which was approved without amendments.

The following announcements were made:

- DDS staff is available to assist ICC Members and Community Representatives with travel questions following the meeting.
- There was a handout available for the Council with a list of restaurants.
- Chairs for each Committee should designate a participant to take meeting notes.

The Part C Literacy article shared at this meeting was the *Policy Statement on Meeting the Needs of Families with Young Children Experiencing and At Risk of Homelessness* released by the U.S. Department of Health and Human Services, U.S. Department of Housing and Urban Development, and U.S. Department of Education. The Policy Statement provides recommendations on ways in which early childhood and housing providers at the local, and in some cases, State levels can collaborate to provide safe, stable, and nurturing environments for pregnant women and families with young children who are experiencing or at risk of homelessness. The recommendations in this policy statement focus on better meeting the needs of these highly vulnerable families through stronger partnerships between early care, learning, health, and development settings and Continuums of Care, housing programs, and emergency shelter providers. There is a plethora of resource guides, webinars, and policy documents to guide the development of cross-system collaboration to improve the lives of Part C infants and toddlers, and families, who experience or are at-risk of homelessness.

Cesar Garcia, Early Start Program Manager at Westside Regional Center (WRC) shared that WRC works in collaboration with First 5 and various groups on the following:

- Communication and outreach to locate individuals who are in need of assistance;
- Partners with homeless shelters and the community to ensure information is disseminated, and
- Ensure referrals for screenings are completed.

Sharon DeRego, announced that Jim Knight will provide the Council an Annual Performance Report (APR) update on Friday, January 20, 2017. The due date for submitting the APR to the Office of Special Education Programs (OSEP) is February 2, 2017. OSEP plans to visit DDS in May or June of 2017. OSEP will provide DDS technical assistance on the performance and compliance indicators in the APR that require further assistance and with the State Systemic Improvement Plan (SSIP).

DDS is in the process of completing the SSIP Phase III Report, including working on the evaluation plan. DDS is working in collaboration with WestEd to gather data from the Cohort 1 implementation plans. DDS is looking for regional centers to participate in Cohort 2. A letter may be sent to regional center Executive Directors, requesting approximately eight regional centers to volunteer for Cohort 2. At the Early Start Partners Symposium in 2017, there will be a session with Cohort 1 and 2 participants where Cohort 1 will share their experiences with the SSIP to Cohort 2 volunteers.

Sharon announced that DDS is prepared for Cycle IV of the Mental Health Services Act (MHSA) Grant. DDS oversees the provisions of the grant, requesting proposals that are early intervention-based or pertain to children with developmental disabilities. There is a total amount of \$740,000.000 annually; regional centers may apply for any amount and will receive the amount requested, following DDS' review and approval. If regional centers apply and are awarded the MHSA grant, the funds may be utilized towards SSIP activities.

Angela McGuire, representative from WestEd, provided an overview of the [Early Start Neighborhood](#). Angela shared that Take a Minute (TaM), SSIP, and other resources were posted on the Early Start Neighborhood under their corresponding categories. The Early Start Neighborhood has the capacity to connect ICC members and other individuals through the conversation corners, including:

- SSIP Families
- SSIP Managers and Supervisors
- SSIP Service Providers
- SSIP Service Coordinators
- SSIP FRCs
- ICC Corner
- SSIP Cohort Leads Corner

The Early Start Neighborhood also includes information regarding:

- Early Start Partners Symposium (ESPS) 2016
- Statewide Screening Collaborative
- ESPS 2017 Planning Group

The Council discussed their interest in having a place to post and consolidate documents for each Committee workgroup. The Council suggested that WestEd include a list of resources that links to their corresponding page on the Early Start Neighborhood.

Kelly Young created, “*A Guide for Families of Children Birth to Three Years Old with Special Needs*” for the WarmLine Family Resource Center, including information related to:

- WarmLine and their contact information;
- How to receive early intervention services tailored to meet individual and family needs;
- Individualized Family Services Plans (IFSPs) in natural environments;
- Ways to prepare for IFSP meetings, and
- Resources and concrete examples from the TaM Campaign that enhance the child’s social and emotional development.

Kelly Young expressed that she has a list of social and emotional resources and the resource guide available, and will send this information to DDS, who will share with ICC members.

Kat Lowrance sent WestEd a copy of *A Resource Guide for Parents and Toddlers Who Are Deaf and Hard of Hearing* in Spanish and English, which was prepared by stakeholders in collaboration with CDE on deaf and hard of hearing children. The Council made a suggestion to add the CDE web link to the *Resource Guide for Parents and Toddlers Who Are Deaf and Hard of Hearing* on the Early Start Neighborhood.

The Council also made a recommendation to post both resource guides on the Early Start Neighborhood.

Claudia Rivas and Mirella Benitez, Intake Coordinators, at Eastern Los Angeles Regional Center (ELARC) presented their Regional Center Local Implementation Assessment (RCLIA). ELARC Early Start staff, service providers, school district representatives, and Family Resource Centers (FRCs) in the catchment area were assisting with the SSIP implementation. ELARC is using the same tool, either the Developmental Assessment of Young Children (DAYC) and/or the Developmental Profile Three (DP-3), for children birth to three years of age, at entry and exit, to evaluate social and emotional development and is using this information to capture data.

ELARC shared their resource guide with Local Implementation Team members and it should be presented at the upcoming Quarterly Vendor Forum. Training was conducted for regional center staff, FRCs, service providers, Department of Mental Health, DDS, and community partners on social and emotional development. ELARC is also working with Information Technology staff to obtain resources on the Early Start Neighborhood and link those resources to ELARC’s website.

The SSIP provider checklist was shared with all service providers and the community. Vendors are incorporating and implementing the provider checklist in their programs. ELARC is currently working on an Early Start parent orientation, preparing the curriculum, and revising eligibility. Staff utilizes SSIP resources and the TaM video as a way to start conversations with families; vendors have noticed more involvement. ELARC expressed that the RCLIA template was a great tool to formulate ideas for implementing SSIP activities and resources.

[Alliance for Children's Rights](#) is a non-profit organization that provides legal services, advocacy, training and education, policy and adoption work for children in foster care.

The Alliance for Children’s Rights refers children with developmental delays to regional centers, Head Start, and Early Head Start to assist them in accessing services.

A mock-up of the “Watch Me Grow Developmental Milestone Tool” was shared with the Council by Jill Rowland, J.D., and is not yet available for the public. The Watch Me Grow Developmental Milestone tool was designed for caregivers and parents caring for children ages birth to three. The purpose of this tool is for the caregiver/parent(s) to indicate the child’s milestones, and provide examples to parents of what could be done to assist their child in continuing to achieve developmental milestones.

This tool can work in collaboration with current resources as it provides guidance and helps families to identify the child’s current development levels and next steps. Agencies should contact Ms. Rowland if they are interested in becoming a partner. Agencies must fund their own print run of the document. The Alliance for Children’s Rights will speak with partners regarding the details to disseminate this tool into the community.

The meeting adjourned at 3:46 pm.

<b>Tasks</b>	<b>Assigned to</b>	<b>Deadline</b>
Send the Part C Literacy article on <i>Policy Statement on Meeting the Needs of Families with Young Children Experiencing and At Risk of Homelessness</i> to the ICC	DDS	April 2017
Send photos of children and families	ICC	April 2017
Send WarmLine’s <i>Guide for Families of Children Birth to Three Years Old with Special Needs</i> to the ICC and ask WestEd to post on the ES Neighborhood	DDS	April 2017
Send the <i>Resource Guide for Parents and Toddlers Who Are Deaf and Hard of Hearing</i> to DDS and ask WestEd to post on Early Start Neighborhood	Kat Lowrance/DDS	April 2017
Send information/Watch Me Grow Developmental Milestone Tool to the ICC	DDS	April 2017

**MEMBERS PRESENT**

Marie Kanne Poulsen  
Douglas Erber\*

Libby Woolford\*  
Michelle Dove  
Susan Ducore  
Sally Grevemberg  
Sharon DeRego (for Nancy Bargmann)  
Sandra Gallardo  
Suzanne Sherinian (for Michelle Rouillard)  
Kimberly Johnson  
Richard Olney\*  
Mary Sheppard  
Sheila Self (for Tom Torlakson)  
Leanne Wheeler (via conference call)  
Nancy Sager

**MEMBERS ABSENT**

Assembly member Tony Thurmond  
John Hall\*

**MEMBERS EXCUSED**

Rachelle Arizmendi

**LEAD AGENCY**

Sharon DeRego  
JoEllen Fletcher (via conference call)  
Elise Parnes (via conference call)  
Kim Hough  
Alexandra Sanders

**COMMUNITY REPRESENTATIVES PRESENT**

Debbie Sarmento\*  
Fran Chasen  
Jennifer Griffin\*  
Julie Widman\*  
Kat Lowrance\*  
Kathy Angkustsiri (via conference call)  
Kelly Young\*  
Kristine Pilkington  
Laurie Jordan\*  
Linda Landry\*  
Lucero Irizarry  
Mark Wild\*  
Matt Chesnut  
Maurine Ballard-Rosa (via conference call)  
Michelle Oliver (via conference call)  
Rebecca Hawley\*  
Sherry Torok

Susan Graham\* (via conference call)  
Tara Sisemore-Hester  
Toni Doman\*  
Yvette Baptiste\*

**COMMUNITY REPRESENTATIVES ABSENT**

Brigitte Ammons  
Celina Oppus\*  
Gabrielle Zadra\*  
Mara McGrath\*  
Marty Omoto  
Patricia Salcedo\*  
Patsy Hampton  
Rachel Hagans  
Robin Millar  
Tony Anderson  
Wanda Davis

**OTHERS PRESENT**

Angela McGuire  
Cesar Garcia

\*Parent