

**STATE INTERAGENCY COORDINATING COUNCIL ON EARLY INTERVENTION**

**EXECUTIVE COMMITTEE MEETING**

**February 21, 2008**

**MEMBERS PRESENT:**

Toni Doman  
Arleen Downing, M.D.  
Elaine Fogel Schneider, Ph.D.  
Beverley Morgan-Sandoz  
Marie Kanne Poulsen, Ph.D.  
Raymond M. Peterson, M.D.  
Theresa Rossini  
Debbie Sarmento  
Kevin Brown, representing Rick Ingraham  
Pamela Quiroz, representing Jim Bellotti

**MEMBERS ABSENT:**

Gretchen Hester

**STAFF:**

Patric Widmann, ICC Staff  
Kay Ryan, ICC Recorder, WestEd

**OTHERS PRESENT:**

Refer to Attachment A for a complete list of attendees.

**WELCOME AND INTRODUCTIONS:**

Theresa Rossini called the meeting to order at 10:00 a.m. followed by self-introductions. It was noted that representatives from the Departments of Alcohol and Drug Programs, Mental Health, and Managed Health Care would not be able to attend due to travel restrictions issued by the Governor. During discussion, it was suggested that budget reductions and the recent travel restrictions imposed on government entities should be considered when talking about future meeting dates and locations.

**REVIEW OF AGENDA:**

The agenda was reviewed and approved with the addition of Future Meetings as an agenda item under Other Business.

**APPROVAL OF NOVEMBER 2007 EXECUTIVE COMMITTEE MINUTES:**

The November 2007 minutes were approved as submitted.

**LEAD AGENCY UPDATE:**

- **Annual Performance Report Update** – Kevin Brown reported that California’s Annual Performance Report (APR) for FY 2006 and the updated State Performance Plan (SPP) were submitted to the Office of Special Education (OSEP) in advance of the February 1, 2008 deadline. The APR provides status on the 12 OSEP-developed indicators in the six year SPP applicable to California. Kevin also provided bound copies of both documents to members.

OSEP evaluates states’ APRs and assigns ratings of: Meets Requirements, Needs Assistance, Needs Intervention, and Needs Substantial Intervention. California was rated “Needs Intervention” last year but no sanctions were applied because it was the first year of ratings. Sanctions may be applied this year against those states receiving a second rating of “Needs Assistance,” as they had a one-year timeline to improve their rating.

Following review of states’ SPPs and APRs, OSEP will submit questions seeking clarification to states in April. States will have one week to respond and provide further data and/or information to OSEP. Determination letters are expected to be sent to states in June. Dr. Peterson offered the Executive Committee’s assistance in responding to OSEP’s questions seeking clarification in the short timeframe, if needed.

- **Focused Monitoring** – Despite limited resources having been diverted to budget issues and the APR over the past few months, Kevin reported that stakeholders are moving forward on developing a focused monitoring approach to replace the current site monitoring visits. He referred members to a list of stakeholders and additional Information on the process in the packet. DDS will be meeting with a workgroup of regional center representatives and subsequently, with a Local Education Agency (LEA) workgroup to discuss how best to measure compliance with OSEP reporting requirements.
- **Status of 2005 ICC Recommendations** – DDS has received the report from our contractor regarding the dissemination of the Reasons for Concern brochure. Staff will review it and submit it to the PAC for consideration.
- **CAPTA Summary** – Kevin reported that the CAPTA Summit was one of the best he has attended because of collaboration at the state level (Departments of Social Services, Mental Health, Public Health Care Services and Developmental Services were represented.) and the opportunity provided for people to work together. Approximately 100 people representing 18 regional centers and 25 county welfare agencies attended and talked about how they could enhance coordination on behalf of young children who are involved in situations of abuse and/or neglect. The CAPTA does not change eligibility for Early Start services, nor does it require the use of a specific screening tool or process. Decisions about how screening and referral will be accomplished will be made at the local

level. Two, 2-day working sessions will be held in March to give local teams the opportunity to address these issues and develop or formalize procedures, protocols and/or interagency agreements. Arleen Downing and Peter Michael Miller expressed concern about the need for consistent use of screening tools.

**STANDING COMMITTEE WORK PLANS:**

- **Committee Priorities and Timelines** - All Committees reported that they will finish their 2008 ICC recommendations by the end of the May meeting. Electronic versions of the recommendation format are available from Patric Widmann. The Executive Committee will meet in June to review and compile recommendations from each committee. If Chairs are unable to attend, they will designate a committee member to attend on their behalf. DDS will e-mail a list of possible meeting dates to Executive Committee members. Once compiled, the recommendations will be sent to Committees (via e-mail) for review prior to the September meeting. The September agenda will be reversed so Committees can discuss the document in the morning (from 9:30 to 12:00) and the Chairs can bring those discussions to the Executive Committee in the afternoon. The recommendations will go to the full ICC in November for final approval. The November meeting will also include time to review progress over last five years, celebrate successes, and plan next steps. Arleen Downing suggested that any new goals should be tied to the APR and SPP. Marie Poulsen suggested that the ICC may wish to consider choosing one issue to see what impact can be made. DDS will let members know if the September meeting will be moved to Sacramento.

**PARENT LEADERSHIP AD HOC WORKGROUP:**

On behalf of the Parent Leadership Ad Hoc Workgroup, Marie Poulsen presented the following three recommendations to the Executive Committee for consideration.

1. Establish an Under-Representation and Outreach Work Group to more deeply examine the challenges and potential strategies to enhancing communication and involvement of Early Start's diverse community of families in ICC activities. The Chair and members will be appointed by the ICC Chair and will report to the Executive Committee. The group will be time-limited and will meet via conference calls. Standing Committees will identify people interested in serving and report names tomorrow.
2. Assign responsibility for tracking public input to identify trends and possible ICC action to the Quality Services Delivery Systems Committee.
3. Assign responsibility for collaborating with family resource centers to support parent involvement and input to the ICC to the Family Resources and Support Committee.

After discussion, all three recommendations were approved. A fourth recommendation to add a welcoming statement to meeting announcements and

adopt Guidelines for Making Public Input More Effective was referred to the Public Awareness Committee. Refer to Attachment B for all four recommendations.

Marie reported that the Parent Leadership Ad Hoc Workgroup has completed the tasks for which they were charged and it was agreed to set aside time at the next ICC meeting to present their accomplishments.

**RECRUITMENT AND APPOINTMENT PROTOCOL:**

Elaine Fogel-Schneider shared the protocol on pages 98-99 (refer to Attachment B of February ICC Minutes for protocol) which describes actions, responsible persons, and anticipated timelines associated with recruiting and filling Community Representative vacancies. The seven actions are designed to keep people informed about the process for recruitment and appointment and to ensure that ethnicity, disability, location, and committee needs will be considered in the selection process. The document was discussed at the last meeting but action was delayed to facilitate participation by Theresa Rossini and Dr. Fogel-Schneider. It was approved as presented. Dr. Peterson shared the current list of Community Representative applicants with members.

**TRACKING PUBLIC INPUT:**

This item was deferred to QSDS who will compile information and analyze trends.

**REVIEW OF FEBRUARY 2008 ICC AGENDA:**

No changes were made to the agenda.

**ICC SPECIAL PRESENTATIONS**

Tomorrow's presentation is about the "Identification of Developmental Delay in Young Children in the Medical Home". The topic is timely and relevant to the many ICC partner agencies. Arleen Downing was thanked for arranging this presentation.

Future presentations include Autism in May 2008 and September 2008. Early Periodic Screening, Diagnosis and Treatment (EPSDT) and Prop 63 continue on the list of future presentations. No dates have been set for either topic.

**OTHER BUSINESS**

- OSEP National Conference – Dr. Peterson reported that California had an excellent team attending, including Rick Ingraham, Kevin Brown, Pamela Quiroz, Kate Warren, and Virginia Reynolds. All participants found the focus on child outcomes exciting. Dr. Peterson believes it is important for the ICC to look at where we are going in terms of the SPP and APR. Theresa Rossini thought one of the best workshops focused on three fathers who talked about what it was like to have a child with a disability. All agreed that the conference was a good forum for meeting people and learning how other states are doing things.

APPROVED ON 05/29/08

- Committee and Agency Reports – Patric Widmann reminded members about the formats for Department and Committee Reports prescribed on page 121 and 122 of the packets and no concerns were raised.
- Future Meetings – DDS will move forward on planning for the location of September's meeting in Sacramento.

**ADJOURNMENT**

Theresa Rossini adjourned the meeting at 12:10 p.m.