

INTERAGENCY COORDINATING COUNCIL ON EARLY INTERVENTION

EXECUTIVE COMMITTEE MEETING

MAY 20, 2004

MEMBERS PRESENT:

Jim Bellotti; Arleen Downing, M.D.; Gretchen Hester; Rick Ingraham; Raymond M. Peterson, M.D.; Marie Kanne Poulsen, Ph.D.; Kathleen A. Colvin (on behalf of the Public Awareness Committee);

MEMBERS ABSENT:

Marcy Gallagher; Hedy Hansen; Debbie Sarmiento; Elaine Fogel Schneider, Ph.D.; Theresa Rossini.

OTHERS IN ATTENDANCE: See Attachment A.

OPENING REMARKS

Dr. Peterson, on behalf of Hedy Hansen, Chair of the Executive Committee, called the meeting to order at 10:30 a.m. He recognized and thanked Kathleen Colvin who was attending the meeting on behalf of Dr. Schneider, Chair of the Public Awareness Committee.

APPROVAL OF AGENDA

The meeting agenda was approved as written.

APPROVAL OF THE MINUTES

The Executive Committee minutes summarizing the February 26, 2004 meeting and the conference calls held on April 2, and May 14, 2004, were approved as written.

PRIORITY RECOMMENDATIONS FOR OUTCOMES, ACTIVITIES, AND DATA SOURCES

Executive Committee Members reviewed the *Priority Recommendations for Outcomes, Activities, and Data Sources* document. DDS, as lead agency, identified priorities from a comprehensive list of goals and activities developed by each of the ICC Committees. The *Priority Recommendations* were shared with the Executive Committee and revised to include proposed committee assignments in accordance with decisions made during the Executive Committee conference call of May 14, 2004. It was agreed that this is an important next step in the on-going dialogue between DDS, as the lead agency, and the ICC in its role to "advise and assist".

Rick Ingraham provided information about the data included in the May meeting packet. The ICC requested that DDS examine data from previously completed Site Monitoring Reports related to the ICC priority areas of Early Entry,

Individualized Family Service Plan (IFSP), and transition. The ICC requested this data be provided identifying the regional center sources. DDS had provided this information as requested with the full support of the Association of Regional Center Agencies (ARCA).

ANNUAL PERFORMANCE REPORT

Rick Ingraham provided information about the Annual Performance Report (APR) for the State of California 2002-2003. The report describes Early Start's accomplishments and also addresses specific items required by the U.S. Department of Education, Office of Special Education Programs (OSEP). The APR is responsive to requirements under Title 34 of the Code of Federal Regulations (CFR) §303.540. The APR contains target measures, explanations for progress and slippage, future activities, projected timelines and resources on the OSEP cluster areas of:

- General Supervision;
- Comprehensive Child Find System;
- Family Centered Services;
- Early Intervention Services in Natural Environments;
- Early Childhood Transition.

COMMITTEE ASSIGNMENTS

The Executive Committee discussed strategies for committee review of the data and information provided. Due to budget constraints, the ICC may not convene interim meetings, however, ICC committee staff will arrange conference calls for their committee if they require additional discussions in order to complete their assigned tasks.

It was agreed that each committee would serve as a "lead" on an identified ICC priority area. The lead committee would be responsible for developing a work plan addressing each proposed activity in their scope. An Executive Committee Work Plan format was designed to contain the following elements to result in a recommendation from the ICC to DDS:

- Measurable outcome
- Data reviewed
- Additional data or information needed
- Plan/timeline
- Collaboration activities

COMMITTEE STAFFING

Cheri Schoenborn announced that Sheila Wolfe is leaving WestEd in June. The Executive Committee thanked Ms. Wolfe for her exceptional staff support and commitment to the ICC. Committee Support Staff assignments were noted as follows:

- EXECUTIVE COMMITTEE/FULL ICC: Cheri Schoenborn and Cheryl Holden

- ISHC: Peter Guerrero
- QSDS: Virginia Reynolds and Angela Maguire
- FRSC: Stephanie Myers
- PAC: Elissa Provance

REVIEW OF ICC AGENDA

The ICC agenda was accepted as written with one minor amendment. It was agreed the committee reports would be revised to allow each committee to provide a brief report on their recommendations on the ICC priority areas of Early Entry, IFSP, Transition and Interagency Collaboration.

FUTURE ICC AGENDAS

Over the last several Executive Committee meetings, members discussed future ICC agenda items and ideas for presentations. Executive Committee members agreed to the following:

- Cynthia Jaynes, ICC Member representing the Department of Alcohol and Drug Programs, will make arrangements for a presentation on Fetal Alcohol Spectrum Disorders at the September 2004 ICC meeting.
- Cheryl Treadwell, ICC Member representing the California Department of Social Services (CDSS), will be asked to make arrangements for a presentation at the November 2004 ICC meeting on the new requirement added to the Child Abuse Prevention and Treatment Act (CAPTA), which requires DSS to have provisions and procedures for referring children with substantiated abuse and neglect to Part C.
- Beverley Morgan-Sandoz, ICC Member representing Early Head Start/Head Start, will be asked to make arrangements for a presentation at the January 2005 ICC meeting on Early Head Start.

ADJOURNMENT

With no other business or public input, the meeting was adjourned at 11:55 a.m.

Note: Electronic copies of minutes do not include attachments. For a copy of attachments, please contact earlystart@dds.ca.gov.