

Approved on 02/22/07

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING NOTES**

COMMITTEE: Family Resources and Supports Committee

RECORDER: Virginia Reynolds, WestEd/CPEI / Debbie Sarmiento, Co-Chair

DATE: November 16, 2006

**COMMITTEE MEMBERS**

PRESENT: Laurie Jordan, Julie Kingsley, Sherry Torok, Debbie Sarmiento, Ellen Cervantes, Cheryl Treadwell, Teresa Rossini

ABSENT: Al Millan, Juno Duenas, Michelle Morales, Nina LaVine, Rachel Hagans, Terry Colborn

GUESTS: Rick Ingraham, Mary Ellen Peterson, Patty Moore, Jim Lockwood, Edna Frizell

LIAISONS: None present

STAFF: Virginia Reynolds, WestEd/CPEI

**AGENDA**

- I. Introductions and Welcome  
Chair welcome participants and each introduced themselves.
- II. Agenda Review  
Additions:
  - Family Support Guidelines status
  - Look at FRSC needs for new committee members
  - ICC Special Presentation topics Kinship Care Centers
  - FRC brochure
  - Training Options Grid
- III. Review and approval of minutes  
Approved with no changes.
- IV. Executive Committee Report
  - Teresa provided the Committee with an overview of the issues discussed at the Executive Committee meeting.
- V. Assigned Priority: Supports For Children and Their Families in Natural Environments
  - a) **FRSC requested data from DDS on respite utilization**
    - Respite utilization by ethnicity
    - Respite utilization by region

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- Number of hours used
- Who is providing care? (parent vendored vs. Agency vendored)
- Are there enough skilled respite providers? Can we identify the number of families that are unable to use respite because they cannot find a qualified provider – possibly using approval vs. Utilization - claims to DDS/Regional Centers?
- See notes from last meeting – data request to Rick

**b) FRSC requested that WestEd staff review and summarize the following documents to focus on the FRSC Priority Outcome**

- MAP to Inclusive Child Care
- Barriers to Inclusive Child Care
- Research notes as to rationale for requesting the documents (what is the difference between respite and childcare – what had happened since the Child Care Position paper was adopted in 1999?)

VI. Other Discussion

- **Family Support Guidelines status** – Writer’s Group has met several times – family centered care and family support services are focus. Should be ready to go out to Reader’s Group shortly for comment and return to Writer’s Group.
- **FRSC needs for new members**
  - 1) FRSC would like to know if there is a process for replacing Community Representatives who do not attend meetings?
  - 2) FRSC would like to have a member from Head Start / Early Head Start assigned to the Committee
- **ICC Special Presentation topics**
  - Panel from FRCs across the state sharing key issues / barriers that families are calling about – snapshot of state
  - Panel of parents from local FRC talk about their experiences / issues that they had in Early Start with respite as a focus
- **Kinship Care Centers** – Cheryl Treadwell provided update on progress of Kinship Care Centers. List of counties that replied to RFI will be provided to FRCNCA Coordinator for distribution to ESFRCs.
- **FRC brochure status** – Virginia Reynolds reported that the brochure is under review at DDS.

VI. Collaboration Awareness Letter – will be voted on as an action item on 11-17-2006.

VII. Parent Input

The Committee discussed the following questions:

- What is the feedback for parents who give public input?
- What does the ICC do with the information provided during public input?
- How is public input tracked?
- How are issues from public input assigned to committees?

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- Could public input be tracked and used to develop priorities for upcoming years?
- How are issues extrapolated from public input?
- How are systems issues addressed?

The following recommendations were developed:

1) FRSC recommends that public input be tracked and used to contribute to the development of annual ICC Priorities.

2) FRSC recommends that the ICC develop parameters for public input and volunteers to take it on as a Committee task.

VIII. Recommendations / Actions

1) FRSC recommends that action be taken around mentorship of parents who attend the ICC, including follow-up with parents and more timely reimbursement of expenses. FRSC requests that this recommendation go to DDS for consideration in their paperwork and processing timelines and to the Ad Hoc Leadership Group to be built into their mentorship support plan. FRSC strongly urges that mentorship support and more timely reimbursement / advances procedures be in place prior to the next ICC meeting in February 2007. Mentorship and timely reimbursement will support increased and sustained parent participation.

Measurable Outcome: Increased and sustained parent attendance will occur

Question: Is there a way for parent Community Reps to have their hotel and hotel restaurant meals paid on a Master Bill?

IX. Agenda for February: Continue addressing priority area by work groups. Refine Outcomes and complete Outcomes Template

X. Other

Adjourn 4:30 p.m.