

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING NOTES**

**COMMITTEE:** Public Awareness

**RECORDER:** Kari Stewart

**DATE:** February 21, 2008

**COMMITTEE MEMBERS**

**PRESENT:** Tony Anderson, Rebecca Carroll, Toni Doman, Stephanie Pringle Fox, Shane Nurnberg, Elaine Fogel Schneider.

**ABSENT:** Kathleen Colvin, Cal Enriquez, Shirley Stihler.

**GUESTS:** Mac Peterson, Samuel Yang.

**LIAISONS:** Erin Paulsen, DDS; Janet Canning, CDE – absent.

**MEETING NOTES**

**I. INTRODUCTIONS AND WELCOME TO NEW MEMBERS**

**II. AGENDA REVIEW**

The agenda was reviewed and approved.

**III. REVIEW AND APPROVAL OF NOVEMBER MINUTES**

PAC November 2007 minutes were reviewed and approved.

**IV. EXECUTIVE COMMITTEE REPORT**

Dr. Schneider provided detailed highlights from the Executive Committee meeting, as several committee members were unable to attend.

- Lead agency provided an update on the Part C Annual Performance Report (APR) for fiscal year 2006-2007. It was submitted to OSEP one day early. Lead agency described 13 indicators and California's reporting on those indicators for the previous APR and this current APR. DDS has requested technical assistance from OSEP. Lead agency indicated that there is no universal data source on topic of transition and so DDS will be changing Early Start Report forms to get a larger sample of data. Lead agency reported that OSEP will not allow extensions for a fair hearing unless it is requested by the family because of exceptional circumstances.
- Lead agency provided a description of the CAPTA Summit.
- Executive Committee may have a meeting in June to review committee recommendations.

- Four recommendations by the Parent Leadership Ad Hoc Workgroup were presented to the Executive Committee for a vote and all were approved. As a result, PAC will develop a welcoming statement for children and families at ICC meetings. This item will be addressed on the committee's May agenda.
- Dr. Schneider presented the Recruitment and Appointment Protocol outline, which was approved by the Executive Committee. PAC will play a mentor role to new members under this new protocol.
- Executive Committee developed and shared a form for tracking public input. The form will be forwarded to the QSDS committee to track trends.
- Executive Committee discussed budget cuts and the resulting travel freeze. Several state agency representatives are unable to attend meetings outside of Sacramento. Future ICC meetings may need to be relocated to Sacramento. If so, PAC may recommend teleconferencing and/or other technologies to encourage parent participation from throughout the state.

## **V. OUTREACH TO HEALTH PROFESSIONALS – DEVELOPING A TWO-PRONGED APPROACH TO INCREASE APPROPRIATE REFERRALS TO EARLY START**

### **Information from Colorado's Experience**

- Colorado is in the midst of reporting to OSEP and has not yet replied to the questions generated by this committee. Staff will continue to follow-up with Colorado.
- DDS will provide information about who refers children and families to Early Start.
- Elaine will talk to Arleen Downing about what is done in Orange County, where there is a higher percentage of referrals than in any other California county (400 referrals per month).
- There is still a question about how the Public Service Announcement is being distributed. Is it possible to request a report back from television stations about when the PSAs run? Two individuals at today's newcomers meeting said that they had seen it in the Los Angeles area.
- Toni related that face-to-face distribution of materials to doctors has been effective in her area and should be considered in broader distribution of Early Start materials. In addition, she discussed negative, fearful reaction to the term "early intervention" by some members of the public. She suggested that materials might speak to "promotion of early childhood development" or something like that instead.
- DDS will provide tracking information from the baby line.
- FRSC offered to ask questions of FRC Directors at their meeting at the FRSI.  
Questions developed by PAC:
  - How many have received the physician's flip chart? How many have ordered it? How are they using it?
  - Are they using other Early Start materials and how?
  - Have they seen the PSA in their areas? Who put it out in Los Angeles?

### **Finalize Recommendations to be Presented in May**

- Discuss terminology used in Early Start materials (i.e., “intervention”) and consider the impact, and alternatives.
- Follow-up on distribution and outcome of the PSA, and plan for future distribution.
- Follow-up on distribution and outcome of other Early Start materials.
- Provide copies of new and updated materials to each member of the PAC committee.
- Display Early Start materials at each PAC meeting to inform deliberations.
- Refer all new and updated information to PAC for review and input before it is printed and disseminated.
- Consider using FRC phone number on PSA as opposed to the baby line.

### **VI. PARENT LEADERSHIP AWARD – PACKETS PROVIDED TO SCORERS**

- Eliminate names and any other identifying information (e.g., location) from rubric for purpose of PAC deliberations.
- PAC agreed that the selection criteria will be followed explicitly and only the three items – nomination form, nomination letter, and two letters of support – will be reviewed. Additional items will not disqualify an application, but will not be considered.
- Next year, the application will be revised to read: “Nomination materials *must* include and *be limited to*,” and applications including items other than those required will be disqualified.
- Other revisions to application for next year:
  - Move leaf that covers information about winner notification.
  - Change next to last bullet to read: “local, state, *or* national levels.”
- PAC recommends that when soliciting applications it is essential to emphasize that all nominees will be acknowledged, regardless of whether they win the award.
- PAC recommends awarding artwork by someone in the disability community. ICC will work with the State Council on Developmental Disabilities to arrange to obtain art from their annual competition. DDS/staff will arrange for plaque engraving.
- If artwork is not a feasible award, PAC will select a crystal vase or bowl to engrave as the award.
- Staff will explore whether it is possible to support the winner’s travel to the ICC meeting to receive the award.
- Staff will provide an updated award process timeline and rubric to PAC.

### **VII. DDS UPDATE**

- The Local Support Unit liaisons completed record reviews recently for Central Valley and North LA Regional Centers. Currently scheduled are Harbor and Far Northern Regional Centers.
- The second in the series of Early Start Institutes was held in Foster City on January 24 and 25. Total participants numbered 118. Of those, 33 were from regional centers, 44 regional center vendors, 29 LEAs, 2 Head Start/Early Head Start and 2 county/community agencies. The next institute, Skill Builder 2 will be held in Foster City on March 13-14 focusing on facilitating Relationships, Communication and

Behavior. Reminder that the Family Resource and Supports Institute will be held on February 25-26 in Anaheim at the Doubletree Hotel.

- DDS is continuing its development of the Focused Monitoring handbook and has scheduled meetings with the ARCA Prevention Committee and Program Managers.
- As reported at the last ICC, the CAPTA Summit was held in Foster City on January 23. Final preparation in underway for the two follow-up workshops will be held in March.
- During the last quarter, there were 2 mediation and due process cases where the decision was granted (same child) and 1 case where the decision was denied for 3 regional centers. PAC requested more information about the issue of the mediation and due process.

#### **VIII. OTHER**

- May agenda
  - Welcoming Statement
    - Copy of Guidelines to ICC Members for Making Public Input More Effective will be emailed to PAC members for review prior to the meeting.
  - Recommendations
    - Schedule a conference call in the two weeks before Easter using Meeting Wizard prior to the May meeting to finalize.