

**INTERAGENCY COORDINATING COUNCIL
COMMITTEE MEETING MINUTES**

COMMITTEE: Public Awareness Committee

DATE: September 23, 2004

COMMITTEE MEMBERS

MEMBERS PRESENT: Hedy Hansen, Kathleen Colvin, Toni Doman, Shirley Stihler, Cynthia Jaynes

MEMBERS ABSENT: Elaine Schneider, Zelna Banks, Stephanie Pringle Fox, and Thomas McCool, and Nenita Herrera-Sioco

DEPT. LIAISONS: Pat Widmann, DDS; Rosa King, DDS; Janet Canning, CDE

STAFF: Elissa Provance, WestEd CPEI

**SUMMARY OF IMPORTANT POINTS, ACTIONS CONSIDERED AND
RECOMMENDATIONS**

The meeting was called to order by Hedy Hansen, Co-Chair.

Hedy provided a review of the following documents:

- Executive Committee Work Plan
- Process and Timeline for Submitting Recommendations
- Public Awareness Working Document

All PAC members received the following handouts, which provided a process for developing strategies on Early Entry including reviewing data, identifying gaps/needs, priorities and recommendations:

- Steps to Recommendations (adapted from the Process and Timeline for Submitting Recommendations)
- Early Entry Components (Locate/Identify/Refer/Evaluate)
- Early Start Products (Current products that relate to each component)
- Questions & Data (referenced 18 data points requested by PAC)
- Gaps & Needs—Priorities
- Recommendations

Committee members reviewed 15 out of 18 data questions generated by the committee in prior ICC meetings and discussed implications of each as well as identified gaps/needs and priorities. (See attachments.)

The Committee brainstormed potential recommendations including the following:

- Evaluate the effectiveness of Early Start products
- Review monitoring reports of regional centers servicing high and low numbers of children and families
- Increase referrals from partner agencies by conducting targeted outreach to those agencies and providing training on referral procedures. (Both are captured in matrix.)
- Ensure Service Coordinators have the opportunity to attend statewide Institutes
- Outreach to schools to ensure an awareness of the availability of Early Start services.
- Print all Regional Center phone numbers (800 lines, satellite offices) on outreach materials
- Conduct outreach to professional organizations (i.e., school nurses, CTA,)
- Look at services provided in each age range as an indicator for reason for referral in the regional center system.
- Parenting classes through school districts or county offices (Best practice) may offer information on typical development to the general public helping them to recognize areas of concern about their child's development.
- Develop inquiry/intake questions and best practice document to facilitate access to evaluation.
- Develop questions to include in monitoring protocols regarding child find and public awareness activities in the communities that regional centers serve. i.e., does your website have links to ES materials?)
- Connect Local Part C Manager from regional center or LEA with First 5 local commissions so they can provide an Early Start information packet to commission members.

The meeting was adjourned at 4:30 pm.

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