

**INTERAGENCY COORDINATING COUNCIL
COMMITTEE MEETING AGENDA**

COMMITTEE: Quality Service Delivery Systems

RECORDER: Angela McGuire **DATE:** November 20, 2008

COMMITTEE MEMBERS

PRESENT: Marie Kanne Poulsen, Jim Bellotti (CDE), Fran Chasen, Tammy DeHesa, Susan Graham, Linda Landry, Lois Pastore, Kris Pilkington, Letha Sellars, Angela McGuire (staff), Kevin Brown, Virginia Reynolds (staff)

ABSENT: Beverley Morgan-Sandoz, Brigitte Ammons, Wanda Davis, Kate Warren, Pamela Quiroz (CDE)

GUESTS: Elizabeth Villanueva, Cathy Mikitka, Mac Peterson, Rick Ingraham

LIAISONS: Michael Miguelgorry (DDS)

SUMMARY

- I. INTRODUCTIONS AND WELCOME TO NEW MEMBERS
 - A. Attendees made own introductions.
- II. AGENDA REVIEW
 - A. Agenda was approved.
- III. REVIEW AND APPROVAL OF MINUTES
 - A. May minutes were approved without changes.
- IV. CHAIR'S REPORT
 - A. Discussed charge to the committee for today.
- V. PRIORITY/OUTCOME AND ACTION PLAN
 - A. Discussion/final review of QSDS recommendations
 - Recommendations 5, 6, and 10 were approved without changes.
 - Recommended revision to ICC Recommendation #7: The ICC recommends that DDS, *with the assistance of the ICC, complete design and pilot* a profile of *local* partner agency services and supports relating to screening, referral, intervention, and treatment offered to families who express concern regarding the social, emotional, and behavioral development of their infants and toddlers.
 1. Localities to be identified.

- Recommended revisions to ICC Recommendation #8: The ICC recommends that DDS ~~develop~~ *collect and disseminate* strategies to cross- train state and local Early Start partner agencies about services and supports available for parents who express concern about the social, emotional, and behavioral development of their infants and toddlers.
- Recommended revisions to ICC Recommendation #9: The ICC recommends that DDS compile and track data about social-emotional and behavioral functioning via processes such as ES monitoring, for example: *Add item/s to self-review, record review checklists, etc.; establish baseline; and/or analyze/track progress.*
- Chair intends to clarify recommendation #10 for the Executive Committee.

B. Discussion and review of other recommendations

- With time remaining, M Miguelgorry discussed recommendations for which department had comments. Only recommendations that resulted in suggestions for revision are addressed in the notes.
- Suggested revision to ICC Recommendation #14: The ICC recommends that DDS request that the Training and Technical Assistance Collaborative (TTAC) ~~consider~~ *discussing* options for outreach to early care and education providers...

VI. DISCUSSION OF UPCOMING MEETINGS

- A. Structure (who, when, what)- So much is dependent on the requirements that DDS needs to meet. Department presentation tomorrow may inform this question. There may be a need for committees to move away from recommendations and to assist with some of the work.

VII. COMMITTEE ACTIVITIES-

- A. Personnel Model Workgroup- M Poulsen reporting
- ESPM principles were shared. There is an explicit emphasis on the social and emotional well-being of children.
 - IMH training guidelines- M Poulsen reporting. Along with the updating of the ESPM, infant family mental health training guidelines are also being developed. Committee members were invited to request a copy of the revision in development via 'snail mail.'
- B. Membership- No discussion
- C. Report from Monitoring Unit- M Miguelgorry reporting

DRAFT-To Be Approved

- Upcoming or just completed monitoring visits- Completed 10 record reviews; two more are coming up between now and January.
 1. Committee asked for a report on trends emerging through monitoring.
- Statistics on Early Start complaints, appeals, mediation and resolutions- Twenty-six (26) cases went through mediation. Eight were settled and eighteen (18) were withdrawn. Two cases went on to hearing (respite and therapy services); both were granted.
- Early Start Institutes have been delayed until January 2009 due to the Executive Order. The new training dates were shared.
- Staff have conducted technical assistance around the state on natural environments, record reviews, and data requirements; staff also participated in CDE field meetings, especially around transition.

D. Public input- No discussion.

E. Discussion: OSEP findings- No discussion.

VIII. ACTION AND RECOMMENDATIONS- Revisions to QSDS recommendations were made and will be recommended to Executive Committee.

IX. NEXT MEETING- February 19, 2009