

Approved on 02/22/07

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING NOTES**

**COMMITTEE:** Quality Service Delivery Systems

**RECORDER:** Angela McGuire

**DATE:** November 16, 2006

**COMMITTEE MEMBERS**

**PRESENT:** Marie Kanne Poulsen, Jim Bellotti, Brigitte Ammons, Fran Chasen, Wanda Davis, Susan Graham, Linda Landry, Kris Pilkington, Letha Sellars, Rick Ingraham, Mac Peterson

**ABSENT:** Beverley Morgan-Sandoz, Diane Kellegrew, Lois Pastore, Virginia Reynolds, Kate Warren, Julie Woods,

**GUESTS:** Cathy Mikitka, Jane Nelson, Terri Cook-Clark, Nina Garrett, Shane Nurnberg

**LIAISONS:** Faye Borton and Patric Widmann (DDS)

**SUMMARY NOTES**

- I. INTRODUCTIONS AND WELCOME TO NEW MEMBERS
- II. AGENDA REVIEW- Agenda was approved with additions.
- III. REVIEW AND APPROVAL OF MINUTES- Minutes were approved.
- IV. CHAIR'S REPORT
  - A. Chair reviewed activity at the Exec Committee meeting. A report from OSEP is expected by DDS in January 2007.
- V. PRIORITY/OUTCOME AND ACTION PLAN
  - A. Committee identified information needs. See VII C and D, below.
  - B. Discussion also included gathering information to address resource capacity- What are pre-service programs in social work, marriage and family therapy, psychology and psychiatry doing in terms of infant mental health? See VII A, below.
  - C. Two outcomes were developed. (Outcome Action Plan attached.)
- VI. COMMITTEE ACTIVITIES
  - A. Membership - Not discussed
  - B. Report from Monitoring Unit- Due process and complaint data will be reported at the February 2007 meeting.

- C. Program and Personnel Development
  - Sub-Committee status- not discussed
  - Measuring Child Outcomes- Rick Ingraham discussed
    1. The new reporting categories and indicators in relationship to the implementation of CADDIS
    2. The need to establish consistent data conventions
    3. Strategies for data collection
      - a. DDS staff will pull information out of individual records
    4. Committee members were referred to the E-C-O (Early Childhood Outcomes) Center for other examples and recommendations
- D. Presentation topic suggestions
  - May: Components of Autism Spectrum Disorder Initiative, including history/progress since 2003, implications of dissemination of the Guidelines for Recommended Practices, and activities/recommendations on monitoring of services
  - Working with Parents with Developmental Disabilities
- E. Speech Language Pathology Assistants- Discussion included
  - Supervision time basis/frame and ratio
  - Agency responsible for determining scopes of practice
  - Vendor regulations
  - Implications for update of the Early Start Personnel Model
- F. Committee reviewed and discussed DDS responses to previous recommendations, specifically related to IFSPs and Monitoring. Discussion generated the following suggestions and questions:
  - To address issues around resource capacity
    1. Efforts can be put into outreach to institutions of higher education/pre-service programs.
    2. Agencies can be encouraged to partner/share professionals.
  - Monitoring
    1. Timely turnaround of monitoring report is recommended.
    2. How will DDS continue working with the committee on monitoring tools?
      - a. Committee would like a timeline for the review of the monitoring process
      - b. DDS will move forward on implementation of a new monitoring model when staffing allows
  - Early Entry-
    1. How does QSDS work with other committees in support of Early Entry recommendations?
- G. Other discussion
  - Implementation of CAPTA and the role of EPSDT funding

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- Disallowance of stay-put of IFSP in cases of dispute at transition from Part C
- Eligibility of vendored programs for a wage adjustments

VII. ACTION AND RECOMMENDATIONS

- A. Invite some leaders in early intervention related training programs to come to QSDS for a conversation around capacity building, retention and recruitment.
- B. Keep review of response to recommendations as a standing item for every QSDS meeting.
- C. Ask each State agency to provide, in their next ICC report, the following information about how their agency programs address social, emotional, and behavioral wellness of children and families served. (Departments and programs of interest include DMH, DHS, MVIP, CCS, CHDP, DAP, DSS, EHS/HS, CDD, PHN, Teen Parent Programs.)
  - Eligibility criteria for services, including ages
  - Tools/strategies used to identify social, emotional and/or behavioral concerns and monitor progress
  - How they respond when a parent raises a concern about the child's social, emotional or behavioral development
  - Supports and services offered
- D. Request that Kevin Brown contact First 5 for information on models for addressing social, emotional and behavioral development in children and any data that they collect.

VIII. NEXT MEETING

- A. Interim meeting date- to be determined via online date survey
- B. February ICC meeting