

**INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
THURS, MARCH 4, 2010
WEBEXITELECONFERENCE**

Members Present:

John Bole	Allison Dybing-Driessen
Tara Bitz	Tammy Gallup-Millner
Laura Larson	Sen. Dick Dever
Holly Major	Dana Lone Bear
Shawnda Ereth	Jill Staudinger
Amanda Lausch	

Others Present:

Deb Balsdon	Roxane Romanick
Kathy Barchenger	Joe Elsberry
Colette Perkins	

TOPIC: NDICC MEMBERSHIP UPDATE

ACTION:

- Joe Elsberry is the Coordinator for Infant Development for the Standing Rock Early Intervention Program. Joe's name has been submitted to the Governor's Office to fill the tribal vacancy on the NDICC.
- Provider vacancy has not been filled. Two names were submitted to the Governor's Office - Carol Brakel Regional DD Program Administrator of Grand Forks and Wanda Carlson Regional DD Program Administrator of Fargo. Requests have been made to the governor's office to fill this position.
- Filling the tribal vacancy and the provider vacancy would take the NDICC to 30% parent and 20% provider to meet the IDEA statute.
- On August 31,2010, the NDICC will have 10 positions open with the majority of those being parent representatives in the following regions:
 - o Devils Lake, Grand Forks, Fargo, Bismarck, and Dickinson
 - o Send suggested names to Roxane.
 - o The lead agency is recommending that if a

parent is interested in staying on the ICC and their child has not aged them out and their attendance has been fairly strong or improving, that parents be reappointed.

- o The lead agency would also like to look at some staggering of termination dates and not so many happening at the same time.
- o Other member's terms that are up are:
 - Jennifer Berry - replaced Linda Jagielo
 - Scott Hooper - foster care
 - Sue Offutt - higher education
 - Sen. Dick Dever
 - Jill Staudinger - provider
 - Joe Elsberry - Roxane is not sure if that is a new term or a replacement - Roxane will check with Governor's Office on this.
- Roxane will visit with Nicole W. of the Governor's Office about turning over 11 members in 2013, about the possibility of staggering terms, and then discuss at the June meeting.

TOPIC: REIEW OF EARLY INTERVENTION NEWS & UPDATES/TRAINING CALENDAR

ACTION:

- Members received handouts on NDICC News and Announcements regarding training/meetings and a handout from Technical Assistance called E-News.
- Deb and Roxane reviewed all of the information on the 2 handouts with the members.

TOPIC: FAMILY STORY - LAURA LARSON

ACTION:

- Laura Larson updated the NDICC on the status of her daughter, Gracie, who has been hospitalized since the middle of November for significant spinal cord compression. Gracie has had 2 surgeries to decompress the cervical spine area. Laura informed the council of the supports that have made a difference for their family and Gracie, including the support of DD Program Management, the access to family subsidy, the benefits of staying at the Ronald McDonald facility, and the expertise of the staff on Children's Hospital

TOPIC: REIVEW OF THE JANUARY 14, 2010 MINUTES

ACTION:

- A motion was made by Allison Dybing and seconded by Shawnda Ereth to approve the minutes as distributed. Motion carried.

TOPIC: PRESENTATION ON NORTH DAKOTA'S MATERNAL & CHILD HEALTH NEEDS ASSESSMENT - Tammy Gallup-Millner

ACTION:

- Tammy's power point presentation will be mailed to all of the members.
- Tammy shared some highlights from the Title V Assessment and Planning Retreat that was held in February.
- They had a facilitator so that all state level staff could participate in the retreat.
- Morning session - focused on data presentations related to MCH; afternoon session - worked with partners to look at priority needs that we determined together.
- MCH has to complete a needs assessment every 5 years and be consistent with health status goals and national health objectives. This is the process that the federal government has outlined for them.
- Tammy reviewed some of the data sets that were reviewed at the Stakeholder Retreat. The Department of Health will be doing more planning to determine priorities, develop performance measures, and work plans.
- Comments that were made regarding the retreat: Need to monitor the status of increased federal funding for home visiting programs. If this money comes through there will be significant collaboration to involve Healthy Families, Early Head Start, and Early Intervention. There were comments made at the retreat about preterm births and the concern about mothers getting induced earlier and the effects of late preterm births. These children are ones that we need to continue to focus on as they may not qualify for early intervention but would benefit from early screening and follow along.

TOPIC: COMMITTEE/WORKGROUP REPORTS

ACTION:

- Executive Committee has not met since the last ICC meeting.
- Competency Workgroup has not met since the last ICC meeting.
- Early Intervention Services Subcommittee - they met last Thursday.
 - o Cheryl Ekblad is a member of this subcommittee.
 - o Discussion about expansion of head start in North Dakota and the relation between Early Head Start and Right Track and tracking children on EHS waiting list and on the Right Track screening list.
 - o Mayville and Devils Lake both received an additional 72 slots.
 - o 35 of the slots will be home based and the rest center based.
 - o Comment: Need to make sure that EHS staff are clear about developmental screenings for those referrals to early intervention.
 - o Discussion at the last meeting about Experienced Parent Specialists and early intervention and came up with some action steps:
 - Refine the guidelines around Experienced Parents for required activities.
 - Doing more specific training for parents to cover more specific information and define roles.
 - Training on use of the experienced parents in the program and use of funding towards Experienced Parent programs.
 - o Major topic was trying to address and revisit transition guidelines from Part C to Part B and transitioning out of early intervention.
 - o In December OSEP issued the transition frequently asked questions document and have used that to have some discussion about things we need to continue to negotiate around Part B; things to clean up; and things to change.

- o A small workgroup was designated to go through this document to come up with items that need to be addressed more extensively.
- o Some of these items that have been highlighted initially were: Potentially Eligible - Part C determines who in Part C is potentially eligible for Part B; Referrals to EI at 34.5 months and those 45 to 90 days from being 3 years old; Making sure parents understand their rights around DD redetermination eligibility; Discussion about equipment needs; access to other therapies; assistive technology; other family support options; and other health insurance access; and DDPM needs.
- o If there other areas you would like this group to address let us know.
- o Roxane will send the E.I. Services Subcommittee minutes to the ICC members.
- Deb participated in a conference call this morning with CMS representatives on a workgroup that is putting together a waiver for 0 to 5 with autism.
 - o Infant Development will be a service in this waiver as those children will be 3 yoa and transferred into sp. ed. For those children who are three and four and on the waiver, the agreement with special education is going to be essential so that the waiver is not duplicating any service that could be provided through Part B special education services. The transition process will be highly important for these children.
- Additional comments regarding transition:
 - o A question was asked whether it's the role of the DD Program Manager or early interventionist to bring up helping the parent with equipment needs during transition. Families need the information and anyone on the team should be helping when families raise an issue or question.
 - o Comment: Parents need some basic information about what their options are when

transitioning their child regarding what is and isn't available and who is responsible for getting them the information.

- o Comment: We need to have the DD Program Managers, Experienced Parents, and Infant Development staff working as a team.

TOPIC: PART C EARLY INTERVENTION INFORMATION
ACTION:

- By March 10, the Federal FY 2010 Application for Part C will be out for public comment.
- The 2008 APR can be reviewed on the website at www.ndearlyintervention.org, Under: Part C Information.
- Some updates were made to the State Performance Plan which is also located at the above website address.

TOPIC: PART C EARLY INTERVENTION BUDGET INFORMATION
ACTION:

- Deb reviewed the FFY 08 budgeted areas, dollar amounts, and expenditures to date. This budget was initiated on 10-1-09 and will close on 9-30-10. Deb noted that they are going to break out the regional allocations for Right Track, training, and Experienced Parent budgets so that they can know which regions are liquidating those budgets.
- Deb reviewed the FFY 2007, 2008, and FFY 2009 budgets and areas.
- Deb also reviewed ideas for using ARRA funds, which need to be obligated by September 30, 2011.
- If members have other suggestions on using ARRA funds, contact Deb.
- This budget information will be sent out to members

TOPIC: STATUS OF NORTH DAKOTA EARLY INTERVENTION GUIDELINES
ACTION:

- The state office will be finalizing the guidelines so that they can go out for public comment, which will be for 60 days. The notice for the public comment period can be found on: www.ndearlyintervention.org
- An initial review provided feedback from

Infant Development, Experienced Parents, and DD Program Managers.

- When the guidelines are finalized they will be put on the DD bookshelf with all of the other DD policies to access

TOPIC: REIEW OF INFANT DEVELOPMENT RATE SETTING

ACTION:

- Deb noted that there has been great participation from the Infant Development Coordinators and Directors as well as from fiscal management at DHS.
- The group continues to struggle with establishing a rate setting methodology that will meet the needs of CMS, utilize past data to establish rates, and to stay budget neutral.
- A basic formula has been established and the group is trying to work with this while still incorporating some of the individual needs of the programs.
- Deb noted that they are seeing a wide variety of difference in the services (# of IFSP's, # of home visits completed, and # of consultations) between the regions.
- The next meeting will be set for the week of March 15th.
- The deadline for implementation continues to be 7-1-10