

January 17, 2014

**ND INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
JANUARY 17, 2014
STATEWIDE VIDEO CONFERENCING**

MEMBERS PRESENT:

Jennifer Barry	Amanda Lausch
Tina Bay	Jolyn Wasem
Scot Hoepfer	Moe Schroeder
Tammy Gallup-Millner	Stephen Olson
Jacki Harasym	Jill Staudinger
David Zimmerman	Carol Brakel
Nancy Skorheim	

STAFF PRESENT:

Colette Perkins
Roxane Romanick
Amanda Carlson

TOPIC: MINUTES REVIEW

The minutes for December 5, 2013 were reviewed and approved.

TOPIC: ANNUAL PERFORMANCE REPORT

Roxane and Amanda reviewed the purpose of the Annual Performance Report and how the NDICC report was organized. The Council chose to review all of the data and then discuss the improvement activities following the review.

Indicator 1 – Timely initiation of services. The target that is set federally by the Office of Special Education Programs (OSEP) is 100%; we were 92.7% in FFY 2011 and improved to 94% this year. 826 individuals received new services and of this, 691 received services in a timely manner and 135 did not (87 of which were due to family reason and can be deleted from the “no’s”).

Indicator 2 – Percent of infants and toddlers receiving services primarily in natural environments – ND exceeded our target. In this indicator the state sets their own target which is 97.4%; we are at 99.68%. This is an improvement for the state from 99.02% in FFY ‘11.

Indicator 3 – Child Outcomes. There are 3 components to Indicator 3 which are:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

Indicator 3 is reported out through the use of 2 summary statements which report on the following:

- The percent of children who substantially increased their rate of growth by the time they exited the program.
- The percent of children who were functioning within age expectations by the time they exited they program.

This is the data that was presented on Indicator 3:

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Targets and Actual Data for Part C Children Exiting in FFY 2012 (2012-13)

Summary Statements	Actual FFY 2011 (% and # children)	Actual FFY 2012 (% and # children)	Target FFY 2012 (% of children)
A. Social-Emotional Skills			
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they exited the program. Formula: $c+d/a+b+c+d$	35.8%	37.7%	34.7%
2. The percent of children who were functioning within age expectations in Outcome A by the time they exited the program. Formula: $d+e/a+b+c+d+e$	39.7%	44.6%	61.7%
B. Skill Acquisition			
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they exited the program. Formula: $c+d/a+b+c+d$	56.7%	61.1%	48.7%
2. The percent of children who were functioning within age expectations in Outcome B by the time they exited the program. Formula: $d+e/a+b+c+d+e$	37.0%	46.2%	53.2%
C. Appropriate Behavior			
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they exited the program. Formula: $c+d/a+b+c+d$	58.8%	67.42%	65.7%
2. The percent of children who were functioning within age expectations in Outcome C by the time they exited the program. Formula: $d+e/a+b+c+d+e$	61.1%	67.9%	82.2%

There was discussion on the assessment tool that is being used and that the Division will be writing an RFP (Request for Proposal) to find a new tool or do something online or through a paper version. This is a goal that we want to achieve within 2014. The Subcommittee was only looking at online options. There is a concern about how much this will cost the state.

It was noted that Early Childhood Special Education also has to measure the same outcomes for children. ND is using a rating scale (The Early Childhood Outcome Tool) that uses assessment information to complete the ratings with input from the IEP team. Majority of states are using the child outcome scale.

There was discussion on what needs to happen to set new targets.

The rate of completion was also discussed. This has increased due to training efforts and use of data to affect performance. There continues to be some edits needed in Therap to address this issue.

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Indicator 4 – Family Outcomes

There are three components to Indicator 4 which are:

Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

The data results for this indicator were:

Target Data and Actual Target Data for FFY 2012

Target Data and Actual Target Data	FFY 2012 Target	FFY 2012 Actual	
A. Know their rights	87.4%	186/214	87%
B. Effectively Communicate their children's needs	91.4%	199/214	93%
C. Help their children develop and learn	89.4%	196/214	92%

1,081 surveys sent out across the state and the return rate was 19.8%. This is a decrease from last year. More surveys were sent out because the state decreased the number of months a child had to be in service from at least 6 months this year to at least 3 month.

There was a discussion about the lack of complaints in our state and whether this relates to whether or not parents have a clear picture of what their rights are around Part C services.

Indicator 5 and 6 were reviewed. These are essentially our child find indicators as they note how many children we served in the state during the past reporting year. Indicator 5 was down last year and below our target; however this year, it has come back up. Both indicators were above the state set targets.

Indicator 7 – percent of children for whom evaluation, assessment, and an IFSP meeting occurred within 45 days from referral. The state continued to have missing data in this indicator and had to send data back to the field for completion rather than just pulling the data straight from Therap. ND increased their performance from 95% in FFY '11 to 97% in FFY '12. The federal-set target is 100%.

Indicator 8A – percent of toddlers who's IFSP has timely transition steps and services. We did training on this and continue to be concerned about the quality of the outcome rather than just the presence of it. The data that was presented was evidence of the fact that the majority of IFSP's in the state do have transition plans. The state saw an increase in this indicator.

It was noted that we will be discussing some of the quality aspects of this with the NDICC at the March meeting as we have the NDICC review the Level of Determination worksheet that the state uses to issue a rating to the regional programs. It was noted that communicating with school system has become more challenging with the tightening of timeline.

Indicator 8B – percent of toddlers for whom the SEA and LEA were notified timely (referral). The addition of reporting on the notification to the SEA went into place in July, 2013. The Memorandum of Interagency agreement was accepted

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by OSEP in October 2013. Amanda noted that Part B was sent a spreadsheet for kids potentially eligible for the data year and that this will be sent on a quarterly basis from this point forward. The state saw an increase in performance for this indicator, but did not hit 100%.

Indicator 8C – percent of toddlers for whom a timely transition conference was conducted. The state meets the reporting requirements at our 2 7 meeting. The state showed improvement in this indicator but did meeting the federal target of 100%.

It was noted that we need to be careful in using language that has evidence behind it and not use terminology such as “significant improvement” if this is not true statistically.

The state is able to report on performance in Indicator 9 for the first time in 2 years. The federal set target is at 100% and the state closed 86.5% of the findings.

Indicators 10 and 11 were eliminated for reporting purposes and Indicator 12 does not apply to ND. There were no mediations reported in the state for Indicator 13. There also would have been no reports of formal complaints or hearings reported for Indicators 10 and 11.

The state is not required to report on Indicator 14 any longer; however the state was performing at 100% with all reports filed on a timely basis.

TOPIC: IMPROVEMENT ACTIVITIES

Our intent to add improvement activities we would not be interested at this point in time. Adding would distract from what we need to do already. Roxane went through the document.

Indicator 1:

Activity 6 - used the survey from last Sept. for the ICC.

Activity 7 - discontinue – ratios are high and would take legislative activity.

Activity 9.a. – we are further on this than we have ever been. Conducted training on the infant development pay points, staff qualifications was rolled out, and we rolled out the early intervention competencies.

Activity 14 - completed

Activity 16 - discontinue – We need to prioritize other things above it and it won't go away.

Indicator 2:

Activity 7 & 8 - Collaboration with child care. Child care has ability to do work on inclusive child care practices.

Doesn't mean the work won't continue.

Extend state brochure out to 6/30/14.

What about using the term “ongoing” for those that are completed but some parts are still ongoing

Indicator 3:

Activity 9 - this essentially could be ongoing.

Indicator 4:

Activity 2.a. - is completed. Looking at the family outcomes survey on Feb 10.

Activity 6 - state is working on the scope of the experienced parents contracts.

Activity 7 – discontinue.

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Indicator 5:

Activities 7, 8 and 11 – discontinue.

Indicator 7:

Activity 13 - Americans recovery act – money went into developing modules.

Activity 14 - working on procedures for related requirements also.

Indicator 8:

Activities 6 and 7 - completed.

Indicator 9:

Activity 4 - Contracts – make sure they included Part C regulations and state guidelines are incorporated.

Indicator 10:

Work on extended activities until June 30 2014.

MEMBERSHIP UPDATE

Jennifer – DHS received \$700,000 plus \$50,000 for support to providers to provide inclusive child care. Sent mass mailings to providers on grant guidance and haven't heard much and minimal questions. Lutheran Social Services hired 2 inclusion specialists: Missi Baranko and Mary Quitschiber. Funds can be used for equipment or remodeling or for staffing. \$15,000 grant prorated throughout the year if they would need an additional staff person. The state launched the Bright and Early program which is a recognition to providers for meeting or exceeding licensure standards. Informational meetings are scheduled and will be expanding to other counties also. Jennifer was asked about the impact on the use of child care assistance. She noted that the number is up to about 500 cases which is an increase.

MEMBERSHIP

Opening for parent in Region IV (Grand Forks) – we are in the process of talking to a parent and will continue to pursue.

COMMITTEE UPDATES

No committee meetings held between the last two NDICC meetings. A polycom has been set for the early intervention services subcommittee to discuss the Family Survey and talk about infant development billing issues.

BUDGET

No new information from December 2013.

\$456,000 set aside for direct service was proposed to OSEP. Amanda will update the budget in March.

AUTISM TASK FORCE UPDATE

The request for public comment on changes to the current Autism Waiver went out for public comment on Thursday. There is a link on the Autism website and DHS website. The changes address the increase in capacity and different services that were laid out with the Autism legislation that passed during the last legislative session. Comments are being accepted through Feb. 13, 2014. Two informational meetings were held in December. Please encourage everyone to review and comment. It was reported that the state autism coordinator, Trisha Page, is currently working on the voucher system. It is hoped that the voucher system will be ready to go live on July 1, 2014. It is anticipated that the waiver changes will not be implemented until June, 2014.

Tammy Gallup-Millner reported that the Department of Health is currently working on hiring staff to implement the state Autism Database.

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There are currently plans in place for a statewide Autism Conference on Oct. 20, 21, and 22, 2014 at the Doublewood Inn in Bismarck.

OTHER UPDATES

Amanda noted that the North Dakota FFY '14 Part C Application needs to go out for sixty days for public comment and should be out in early February. The state will not be holding public hearings on the application as there are no policy changes.

The Pathfinder Parent Involvement Conference will be held on April 10-12, 2014 in Minot.

TOPIC: NEXT MEETING

March 6 from 1pm to 5pm via polycom. Suggested agenda items: Affordable Care Act; talking about program reports, and level of determinations.

DRAFT