

ND INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
March 6, 2014 – Draft adjustment on 3.14.13
STATEWIDE VIDEO CONFERENCING

Approved with no corrections on 6.5.14

MEMBERS

Tammy Gallup-Millner
Jill Staudinger
Shannon Grave
Gladys Baerwald
Holly Major
Karen Tescher

David Zimmerman
Carol Brakel
Moe Schroeder
Allison Driesson
Nancy Skorheim
Stephen Olson

STAFF

Roxane Romanick
Amanda Carlson

TOPIC: MINUTES

A motion was made by David Zimmerman and seconded by Karen Tescher to approve the January 14, 2014 meeting minutes. Motion carried.

TOPIC: MEMBERSHIP UPDATES

Karen Tescher, ND Medical Services – The Department is working with a focus group to address House Bill 1378 that was passed in the last legislative session. The study was to have the Department explore gaps in services for some children with disabilities that are not meeting the eligibility requirements for the children’s waivers that are currently in place. Karen noted that this is a good committee consisting of DHS staff/parents/other community partners. Presently they are looking at tools available to use for the Level of Need for children with medically fragile needs.

Tammy Gallup-Millner, ND Department of Health – The Department is currently conducting interviews to hire an individual to manage the Autism Data Base. The Department has started to gear to conduct the state’s Five Year Needs Assessment for the Maternal and Child Health Care Block Grant.

Moe Schroeder, Parent-to-Parent , Family Voices - FVND is holding an informational call on the Part C Application on March 27, it will go out on list serve. **(This topical call will be held on 3.25.14)** The Parent Leadership Institute will be held June 6,7,8. You can contact Family Voices for an application. They usually sponsor 25 parents – hotel is paid for, there is a travel stipend, and there is no childcare and meals are provided throughout the weekend in Edgeley. Pathfinders Conference is April 10, 11, and 12 in Minot.

Jill Staudinger, KIDS Infant Development Director – Jill reported that they have hired a new experienced parent and her name is Sarah Herman. Her child received early intervention services and is now receiving Part B services. She has another child that was a preemie, in the NICU, and has experiences with NICU supports. Region 8 has also hired a new Right Track administrator and her name is Holly Schmidt. She is from Killdeer and is managing the screening program. HIT, Inc. (who is the Infant Developmental agency for Region 8) is bringing Hanen to do training for speech pathologists June 5 to 7.

This training is open to 15 speech pathologists and will offer 25 hours of continuing education credit and Hanen certification. If anyone is interested, call Jill (701-483-4394 or jstaudinger@hitinc.org).

Shannon Grave, UND Faculty – UND’s Special Education program has been approved by the Behavioral Analyst Certification Board to provide coursework that will lead to BcBA national credentialing.

Jody Haug, Parent – Jody is the new parent representative from Region IV. She has 2 children, her youngest who has Down syndrome and is in Kindergarten. She was a nurse prior to staying home with her children.

Holly Major, Parent – Holly noted that they just had parent teacher conferences and it was awesome to hear that her daughter is doing better than they thought. Holly noted that it affirmed her decision to have her experience Kindergarten 2 times.

Nancy Skorheim, Department of Public Instruction, Section 619 Coordinator – Nancy reported that they are currently working on guidance for Indicator 12 – which is the Part 3 Transition from Early Intervention Indicator. Nancy noted that there needs to be additional clarity and consistency in how referrals are looked at.

Allison Dybing-Driessen – Allison noted that she is currently on the Early Childhood Study Committee that the Department of Public Instruction has convened. She noted that the study was commissioned during the last legislative session. The committee has brought Head Start, Child Care, Preschool, Parents, Legislators, and School Administrators to the table. Presently, they are holding focus groups and collecting data on all ND Early Childhood programs in ND.

Gladys Baerwald, Parent – Gladys shared that her son, Josh turns 7 next week and doing well and he is attending school for a couple of hours a day.

TOPIC: STATE SYSTEMIC IMPROVEMENT PLAN (SSIP)WEBINAR

The NDICC used a portion of their meeting to listen to a webinar that was put on by the national Technical Assistance Centers in conjunction with the Office of Special Education Programs (OSEP). This provided an overview of the SSIP process and addressed the issue of stakeholder involvement.

Discussion:

Amanda talked about the SSIP boot camp that herself, Kristen Votava, and Carol Johnson are attending at the end of March. She noted that currently OSEP is supposed to issue the FFY ’13 State Performance Plan/Annual Performance Report for public comment. They had it out initially for the 60 day comment period and received over 400 comments. They are supposed to take the comments into account and then re-issue the package out again for another 30 day comment period. Many states are reluctant to start the SSIP process until they have the package from OSEP. Amanda noted that they are supposed to receive information at the “boot camp” on data analysis, the infrastructure analysis, involvement of stakeholders, etc. There was a question about whether or not you start with a broad stakeholder group that identifies the question/problem or if you use the data to identify the question and then pull together a relevant stakeholder group. The comment was made that it often works better to narrow your area of focus down and then bring in relevant stakeholders. Tammy Gallup-Millner noted that anything from the MCH-B needs assessment is available for use.

The question was asked on whether or not Part C or Part B issues have been addressed by the Early Childhood Study Committee.

In regards to the SSIP, Nancy Skorheim noted that every year DPI does a statewide drill down from their focused monitoring and APR. They have then used this data to look at patterns within the state and what areas they want to focus on. Roxane asked the Council to think about the following questions: What is the role of the ICC at this point – what do you want to know and how do we keep you in tune.

It was noted at this point that the minutes from this meeting should reflect that it is concerning that a legislative-directed study is happening in state around early childhood and Part C is not represented on the committee or in the data collection. The Council discussed that Birth to 3 representation is missing in general from the committee. It was noted that this issue needs to be addressed quickly as they are working on a short timeframe. It was noted that Tara Bitz is probably the person we should contact in regards to having Part C represented on this committee. The minutes are out on the website and Roxane will send the link to the minutes to the Council members.

<http://www.dpi.state.nd.us/EarlyChildhoodEduc/study.shtm>

ACTION:

Jill Staudinger will call Tara Bitz and then then write up what she finds out what the Committee is doing and send this to the Council. Depending upon comments that are received from Council members, the Executive Committee will review the issue for next steps.

The Council returned to the issue of the SSIP. It was agreed that if decisions are needed quickly by the lead agency that the Executive Committee can be used to determine if they are able to provide the direction/input and then report to the full Council at the next meeting. Roxane also noted that the EI Services Subcommittee has been refreshed with new members and can also be used for stakeholder input purposes.

TOPIC: FAMILY SURVEY

EI Services Subcommittee looked at this and looked at strategies to increase participation. The Executive Committee reviewed the recommendations from the EI Services Committee and had not modifications to the recommendations. The following recommendations were made:

- Regional programs will be distributing the surveys directly to families
- The surveys will be distributed at annual IFSP or 6 month review meetings that are held from 4.1.14 to 9.30.14
- The identifier will not be used on the surveys
- The survey will condensed to one page (Section B of the ECO) of questions. The first page will be used for identification of the program they are with and their child's ethnicity, as well as a larger comment box.
- The regional programs will identify ways for the survey to be returned.
- The cover letter will be addressed to the parent from the regional program. The state will supply a template.

TOPIC: PART C APPLICATION

The FFY '14 Part C application is out for public comment until April 21. The application must be submitted to OSEP on April 21st. The state is not required to have public hearings on the application if there are no policies that are submitted with the application. This is true for ND this year.

Amanda noted that the bulk of the federally sequestered money has been put back into our budget. 2013 amount was \$2.1 million, FFY '14 amount is to be \$2.14 million.

Amanda reported that we are using the Direct Services line item in the Part C budget faster than before as families decide to not participate in Medicaid. Currently there are 32 children who's services are being paid by Part C, 27 of those have made a choice. Presently, we have spent \$472,248 from 8.1.13 to 1.31.14. Amanda noted that there have been cuts noted in the FFY '14 application such as Technical Assistance by \$20,000, State Family Liaison by \$5,000, Right Track by \$114,000.

TOPIC: REVIEW OF PROGRAM LEVEL DETERMINATION WORKSHEET

It was noted that there are ten programs in the state that will get a report card and the state will issue a decision about the level of determination. The federal government requires that we get stakeholder involvement in determining the areas that will be used for the assigning the Level of Determination. There are some areas of focus on the Level of Determination worksheet that are by the federal government and some areas are discretionary.

Amanda noted that as of Sept. 5 2013, all FFY '08, '09, '10, and '11 findings were closed for all programs. The staff asked the Council to consider Section 3 which pertains to valid and reliable data. It was noted that in the past 2 years, we have considered the completion of the child PAR. This statistic has improved and it the recommendation that this be discontinued. The state staff has recommended three new areas of focus which are the accuracy of completion on data for Indicator 1, lack of documentation for Indicator 7, and the quality of Transition Outcomes for Indicator 8A. Our data from this year – data guidance for FFY 13 on indicator 7, the 45 day timeline – spot to enter IFSP meeting date, Therap enters the date – if any data is missing counting as noncompliance and issue a finding. No concerns noted from the Council at this time.

The next NDICC meeting will be held on Thursday, June 5th from 8:30 – 5:00 p.m. This meeting will be held at the Comfort Inn (Conference Room E) in Bismarck and will be face-to-face. We will not be meeting with the IDEA State Advisory Committee for this meeting. Further information will be sent out about additional arrangements.