

**North Dakota Interagency Coordinating Council**  
**September 7<sup>th</sup> and 8<sup>th</sup> 2017**  
**Retreat Agenda**

**Thursday September 7, 2017**

***1:30 pm to 5:00 pm***

- Welcome and Overview of Outcomes and Agenda
  - Members were asked to put 1 success & 1 challenge regarding the EI system over the past year.
  - Members present:
    - Sarah Carlson
    - Valerie Bakken
    - Christopher Pieske
    - Rebecca Eberhardt
    - Beth Larson-Steckler
    - Eric Gault
    - Moe Schroeder
    - Holly Major
    - Jill Staudinger
    - Kelli Ulberg
    - Jodi Hulm – Joined at 3:30p
  - Public guests present:
    - Rebecca Matthews
    - Katie Spurgeon
    - Stefanie Kaiser
    - Roxane Romanick
    - Tim Starks – Joined at 4:20p
  - Sarah introduced Sharon Walsh from DaSy & ECTA & Darla Gundler from DaSy
  - Sarah gave an overview of SB 2325
- Development of Ground Rules for the Meeting and Participants Introduction
  - Group offered ground rules
    - Everyone Participates
    - Respect all opinions
    - Take breaks
    - Put everything on the table
    - Be open-minded
    - Meetings & discussions are open to the public – Open Mtg laws
    - If you share a problem, you should share a solution
    - Stay focused & engaged
    - Cell phones – take outside

- Welcome laughter
    - Icebreaker activity
  - Refresher of ICC Roles and Responsibilities
    - Darla lead the discussion (used PPT)
      - Purpose is to advise & assist, but not do the work of the LA
        - LA must take advice into account, but holds final decision making authority
      - Focus on main thing: Infants & toddlers & their families
      - Possible roles & responsibilities of ICC members:
        - Represent your stakeholder group – bring & share info
        - Be aware of potential collaborative opportunities
        - Attend & participate in meetings – this is critical!
          - Inform Council chair or ICC staff if you will be unable to attend
        - Participate in committees or task groups established by the Council
        - Consider signing a yearly conflict of interest statement
          - Potentially want AG’s office & Legal to present & answer questions at a meeting
            - Need clarification regarding what the council can & can’t vote on/represent the Governor
            - When money is moved between line items, does the Council/Public have to be notified & does it matter if it is State or Federal money?
      - Possible roles for the Part C Coordinator
        - Provides logistical support
          - Serves in an ad hoc capacity – non-voting member
          - Collaborates with developing agenda
        - Provides updates on the ICC on State, regional & Federal relevant topics
        - Provides LA priorities & requests ICC assistance
        - Reports on & seeks input for SPP & APR
          - Reports on LoD for State & local programs
      - Conflict of Interest
        - No member may cast a vote that directly financially benefits you or your organization
      - Representing a Constituency Group
        - Not here as an individual, but as a representative of your constituency group. This is the lens for your participation on the council.
- Membership – discussion regarding current appointments/vacancies

- 2 provider positions open
- Chris moves that ICC supports the consideration of any pending appointments to the Governor's Office
  - Jill seconds
  - Holly
  - All in favor, no nays
  - Chris' motion carries
- Experienced Parent RFP
  - Jill wonders if the EP contracts can be extended if RFP is not awarded by 10.1.17?
    - Chris & Holly would support contracts being extended if the RFP is not awarded.
- Ultimate Authority
  - LA makes final decisions, but must take into account the Council's position/recommendations
  - Importance of communication
    - Do you have a communication policy? – No
      - Should we have one? – Unknown
        - Valerie – hard to know b/c we don't have one
        - Sarah – Minutes sent out to all committee members & then returned to State office for final review & then posted.
- Developing ICC Statements & Recommendations
  - All ICC committee or workgroup products must come to the full council to be finalized as an ICC recommendation
  - No recommendations can be sent from the council without final endorsement
  - No individual ICC member can speak for the council unless council agrees
- Ethics Reminders
  - AG's office presented at the January 2017 mtg
- Update of Leadership Conference July 2017
  - Chris attended OSEP Leadership Conf as parent rep for ICC
    - Meaningful parent involvement at ICCs was a consistent theme & being sought by many states
    - Variety of ways states are funding Part C services was also discussed.
    - Main takeaways
      - Medicaid bill was changing daily & had lots of discussion
      - President's budget & discussions from the House Appropriations committee & cuts to Dept. of Ed.
      - Large focus on inclusion & pre-K suspension & expulsion

- Health Crisis' – Representative from WV, MI, FL
      - WV-Opioid addiction
      - MI-Flint – Lead exposure – all children under 3 eligible for EI in Flint & county
      - FL – Zika
- Dream mapping activity
- Opportunity for Public Comment will be at 4:30pm
  - Sarah read a letter from EI Providers sent on 8.30.17 regarding EP RFP
    - Age restriction for EPs & loss of experience
    - Excluding ID providers from holding the contract
    - Jill provided supplemental support for the concerns stated in the letter
    - Holly asked for clarification regarding the 2 conflicts between what was in the RFP vs the Council's recommendations
      - Amanda provided clarification
    - Chris offered that the age restriction of an EP shouldn't be a factor, as they are talking with families & staying engaged in the system, where an ICC parent doesn't
    - Chris offered that the conflict of interest component while understandable, doesn't represent what's happening in field or in ND
    - Becky Matthews – concerned about how needs are going to be met if EPs aren't in place- there's been 3 instances of Becky having to help families with out of state MA requests b/c DDPM didn't & family didn't know they had an eligibility worker
      - They should be able to work in other realms of ID, as that may allow them to round out full-time employment
    - Jill-feels the denial of ID providers creates silos & would expect the manager to address concerns of conflict of interest situations
    - Moe-unrealistic for State to expect all families to receive same level of services across the state
    - Becky Matthews-BECEP applied for United Way grant to support parents-person hired would not be able to serve as an EP
  - Roxane-How will the ICC participate in the EI Summit?
- Closure activity of listing positives & negatives from today
- Meeting adjourned at 5:07p

## **Friday September 8, 2017**

***8:30 am to 3:30 pm (lunch on your own at 11:30 am)***

- ❖ Reflection on Day 1 and Agenda for Day 2
- ❖ Review of Available IDEA Data and Discussion
  - Ind. 3 – Child Outcomes
    - Discussion regarding new tool
      - Requirements of the measurement, how the measurement is taken, how the assessment is conducted, etc.
  - Ind. 4 – Family Outcomes
    - Family survey process discussed
      - Possible subcommittee formed to address survey concerns
- ❖ How to Use Data for Continuous Improvement
  - ✓ Asking Questions and Forming Hypotheses
  - ✓ Reviewing Data for Possible Contributing Factors
  - ✓ Considering Possible Improvements
- ❖ Small and Large Group Work – Data Use
- ❖ State Update/Request from Lead Agency for ICC Assistance
  - Priority: Review for possible revision to the pay points for service payments
    - Beth: Concern that there isn't service coordination across all services that a family/child receives
    - Tammy: What is the concern with the pay points?
      - Tina: It has been mentioned at past meetings & in other venues regarding whether the rates are adequate & what is included in the rate, i.e. travel time, etc.
  - Priority: Review for possible revision to the current list of conditions used for presumed eligibility for the ND EI System
    - Moe: Members already volunteered, but no movement
      - Darla: There needs to be a chair from the ICC to lead the work
  - Moe: priority to have MA application & funding
    - Discussion around how differing practices are across the state
- ❖ Creating Data Visualization
  - Variety of ways to visualize data – DaSy's website has great examples

- Don't assume that parents don't want to share their data. National statistics show that parents are willing to share data when they know how it will be used.
- Look at data & ask "What happened?"
- ❖ Review of parking lot items (to prioritize or change)
  - Eric will categorize all the parking lot items & send out to Sarah & Val
    - Those will be disseminated to the group for an activity/discussion at the December 2017 meeting
- ❖ Committee Appointment
  - Chris: Received an email yesterday saying that he had been appointed, but no welcome or update on when meeting is, etc.
  - Moe: Expressed disappointment to the Governor's office regarding the appointment process
- ❖ Small and Large Group Work – Process for 2017-2018 ICC Work
- ❖ Development of Strategies/Procedures for Successful/Effective ICC
- ❖ Small and Large Group Work
- ❖ Next Steps
- ❖ Adjourn