

## I. ICC MISSION STATEMENT

"The mission of the Utah Interagency Coordinating Council for Infants and Toddlers with Special Needs and Their Families (ICC) is to assure that each infant and young child with special needs will have the opportunity to achieve optimal health and development within the context of the family."



## MINUTES OF THE UTAH INTERAGENCY COORDINATING COUNCIL (ICC) FOR INFANTS AND TODDLERS WITH SPECIAL NEEDS AND THEIR FAMILIES Utah Department of Health, Division of Community and Family Health Services 44 North Medical Drive, Salt Lake City, Utah, Main Conference Rooms January 20, 2006 // 9:30 AM – 12 Noon

**Attendance (alphabetical):** Attendance: Holly Balken, Christi Christian (for Lynette Rasmussen), Tandi Cichoski, Karen Ekker, Barbara Fiechtl, Cheryl Alexander, Jana Homer, Debbie Justice, Gina Pola Money, Nancy Murphy, Catherine Nelson, Connie Nink, Judi Nielsen, Jill Oberndorfer, Sue Olsen, Susan Ord, Marcela Rafide, Krissie Summerhays, Patti Van Wagoner, Shylo Wheeler

**Excused:** Eileen Chamberland, Kris Fawson, Gina Pola Money, Kreig Kelley

**Other Attendees:** George Delavan, Marla Neff

**Baby Watch Staff:** Catherine Hoelscher, Patrice Isabella, Vanya Mabey, Carma Mordecai, Janet Wade

**I. WELCOME/INTRODUCTIONS.** The meeting commenced at 9:30AM, conducted by Marcella Rafide. Introductions were made.

**II. MINUTES.** November 2006, Motioned, and Seconded, Approved.

### III. ICC SUBCOMMITTEE REPORTS.

- 1. CAPTA Committee.** *Patti Van Wagoner.* The training is developed and will be rolled out in March, in coordination with early intervention (E.I.) providers. The first trainings are slated for eastern Utah, Vernal and Price.
- 2. Fun (Families United Network) Committee.** *Tandi Cichoski.* Regular conference calls continue to be held the first Wednesday of each month. The January 4<sup>th</sup> topic was Apraxia presented by Vicki Simonsmeier, SLP and Annie Miller, OT. Each presentation is compiled and posted on the website. The website receives about 900 visits a month.
- 3. Medical Home.** *Janet Wade.* The medical home website has set up a pilot E.I. module, [http://www.medhomeportal.org/sections/index.cfm?section\\_id=6&section\\_content\\_id=99](http://www.medhomeportal.org/sections/index.cfm?section_id=6&section_content_id=99). The module was developed using recommendations from the E. I. Provider's committee and Washington State. The module is Utah specific. Please review it and send your comments to Janet Wade, (801)584-8201.
- 4. Transition Committee.** *Sue Olsen.* The E.I. providers will be discussing communication between Part B and Part C at their meeting today. The previous ICC transition committee has completed their work and a new transition committee will be formed to concentrate on efforts at the local level.
- 5. Finance Committee.** *Barb Fiechtl.* A conference call was held in December to discuss issues for the current Utah legislative session. A survey was sent to providers concerning

parent fees and the data are now being compiled. The next Finance Committee meeting is set for the first week in February. New members are welcome, including non ICC members. If you are interested, contact the leadership team. (Cathy, Marcella or Barb).

- IV. TRANSITION TOPIC.** *Cathy Nelson* During the November ICC meeting, input was received from ICC parents concerning transition. Providers were asked to present their issues and ideas including: logistics, scheduling, funding, school summer closure (no meetings or assessments for children that enter E.I. shortly before third birthday), general communication, and identification of a district Part B staff person. Ideas mentioned; ongoing training between Part C and Part B, (what are the regulations and expectations from each?), considering as placement and communicating with Early Headstart programs. Other issues providers noted were lack of communication between Part B and parents after the transition meeting, E.I. providers who serve multiple school districts, and, IEP seems to be driven by what service is available in the district and not the child's needs. The districts have specialized teachers that have received instruction from OT's, PT's etc. to implement the child's goals.

It was suggested that the Part B Coordinator attend a Part C provider meeting to hear the general issues realizing they differ from district to district. Part B monitors for transition meeting compliance every 5 years. The Part B coordinator was encouraged by the discussion and invitation to come to the table together. It is important that B and C have a system to assist parents in the transition process. All were thanked for the helpful discussion.

- V. LEAD AGENCY REPORT.** *Susan Ord.* Utah's State Performance Plan (SPP) has been approved at the first two to levels by OSEP. If any revisions are requested they will be addressed in the 2007 Annual Performance Report (APR).
- VI. LEGISLATIVE UPDATE.** *Susan Ord.* A budget hearing was held at the Department of Health with families and providers presenting the need for the two million dollar request. The ICC sent a letter to the governor in support of the request. The governor's budget supported \$675,000. Baby Watch configured a fact sheet showing the impact of not receiving the two million dollar request – including reducing eligibility to only children with severe delays, removing approximately 700 children, making Utah ineligible for over 5 million in federal funds annually, leaving half of the state without E.I. services. Families and providers have been busy meeting with and contacting their legislators to educate them on Early Intervention and the current needs.

The Family and Community Health Service director will be testifying at the Health and Human Service Appropriations Committee on January 30<sup>th</sup> and parents are slated to testify at the Department of Health's Public Comment day on February 1<sup>st</sup>.

Congress has also decreased the Part B and Part C budget by 1%.

- VII. CSPD COMMITTEE.** *Carma Mordecai.* The CSPD committee is going to reconvene. ICC members were asked to volunteer. Issues to be addressed are review current competencies, examine impact of new IDEA regulations concerning social emotional development, autism, pre math and preliteracy skills, working with parents referred by the DCFS system, and providing research based interventions. There is also a plan to review the credentialing system, bolster the pool of trainers and evaluate the challenges of changes and their implementation.

**VIII. LEADERSHIP REPORT.** *Cathy Nelson.* Barb, Cathy and Susan attended the OSEP meeting in Washington D.C. in December. Sessions attended included: facilitating collaborative teams, the early childhood outcomes data, private insurance collection and a tribute to the 30<sup>th</sup> Anniversary of IDEA.

**IX. BY LAWS.** *Barb Fiechtl.* The ICC by laws were reviewed to highlight the purpose and duties of committee members. The purpose of the Utah ICC closely reflects the federal regulations. “The Council shall advise, assist and provide consent on Major Policy direction to the Lead Agency”. Utah is the only state in which “provides consent” is in the state by-laws.

The ICC must be composed of a member from each state agency providing or paying for early intervention services, at least 20% parents or guardians who have children (age 12 or younger) with disabilities representing the diverse cultures, 20% public or private providers in early intervention, one state legislator, one member involved in personnel preparation, one member from the agency responsible for insurance governance, a Head Start representative and a Child Care representative. Membership has been revised in accordance with the new IDEA law. New members are added as the new IDEA regulations are finalized.

Terms for non-agency members are three years. The Executive Committee tracks the membership turnover and requests nominations when necessary. The leadership team currently consists of three members. There are several subcommittees and members may or may not be members of the ICC. A list of committees and members will be compiled and distributed.

A quorum is necessary for voting. Please contact a leadership team member to be excused from attendance. A proxy should be sent when voting will take place. By laws may be amended in writing with 2/3 approval after 30 days for comment.

The ICC members have power and a responsibility to the children and families in Utah receiving early intervention services. It is important for the group to come to the table, to exchange ideas and carry out this objective.

**X. ADJOURNMENT.** Marcella thanked everyone for their participation. Next meeting is March 17, 2006. The meeting was adjourned at 11:52 AM.

**APPROVED AS TO FORM:**

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**Barb Fiechtl, Chair for ICC**

**MINUTES SUBMITTED BY:** Susan Ord, Baby Watch Program Manager