

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 Mario Capecchi Drive, Salt Lake City, Utah, Main Conference Rooms

September 23, 2009 // 9:30 a.m. – 2:00 p.m.

Attendance: Debbie Ballard, Tandi Cichoski, Eileen Chamberland, Joyce Dolcourt, Louise Dunn, Kimberly Morris, Connie Nink, Sue Olsen, Angie Pinna, Gina Polamoney, Dinah Weldon, Patti VanWagoner, Shylo Wheeler

Excused: Cheryl Alexander, Paul Carbone, Carol Cerna, Jeff Dean, Susan Fox, Jana Homer, Debbie Justice, Harper Randall, Lynette Rasmussen, Steven Urquhart

Absent: Kreig Kelly, Jenny Simmons

BWEI Staff: Brent Baum, Susan Ord, Catherine Hoelscher, Rod Hopkins, Vanya Mabey, Lynne MacLeod, Deb Titmus

- I. **Welcome and Introductions** - Meeting conducted by Joyce Dolcourt. Members and guests welcomed.
- II. **Minutes** – Read and approved minutes of May 27, 2009.
- III. **Public Comment Period** – No public comment received.
- IV. **New Member Training** – Training for new members will be offered prior to the December 2, 2009 meeting at 8:30 a.m. (Carol Cerna, Jeff Dean, Angie Pinna, Lynette Rasmussen)
- V. **Membership Review** - Jenny Simmons and Lisa Madsen are retiring from the ICC. We need to replace 2 parent representatives for which nominations are requested. Paul Carbone's term has expired, however he has agreed to serve a second term. Senator Christensen's term has expired and he will not be continuing. Senator Urquhardt's term has also expired however the ICC plans to ask him to continue.
- VI. **Committee Reports**
 - a. **CSPD/Service Delivery** – No report.

- b. **Parent/Advocacy** – The committee is seeking direction in regards to the current legislative and economic climate. Regardless of funding options the committee wants to encourage parents to speak with their legislators regarding the benefits of early intervention. October is early intervention awareness month, and the committee wants to encourage providers to send out awareness materials and collect stories from families. The more families can do to increase awareness among their legislators will be helpful. The upcoming legislative session is forecast to be a difficult one with many of the cuts which were backfilled will be going into effect in 2010 rather than 2011. The legislature also needs to understand the requirement for “maintenance of effort” to retain Federal funds.
- c. **Bylaws** – The revision is still incomplete. The committee is developing a meeting schedule to complete the revision. The goal is to distribute the revision by mid October for membership review and vote at the December meeting.

VII. Agency Report

- a. **Inter-agency Agreements** – Most of the inter-agency agreements held by BWEI need to be revised to reflect current regulations and best practices. Each inter-agency agreement will be brought to the ICC for review as it is revised.
 - i. **CAPTA with DCFS** – Susan Ord met with Patti VanWagoner (Department of Children and Family Services) regarding the CAPTA agreement. CAPTA & IDEA both require referrals for children with supported cases. Currently BWEI and DCFS are reviewing the frequency of use of the DCFS surveillance tool with young children. DCFS uses a screener with all families at the first visit for an investigation. The tool is also used to facilitate discussions and education with families. Data indicates that the tool is not being used consistently. The current tool also needs frequent repurchases and DCFS is looking for an alternative, downloadable tool. There is a potential for an additional 3,000 referrals per year without an effective screening tool. DCFS is considering using the tool at the first visit as well as requiring its use after the case has been substantiated.
 - ii. **Transition with USOE** - Revision of this agreement was put on hold pending new part C and part B regulations. Part C regulations are still pending, however recent changes to Part B now require a revision of the agreement. The agreement is now in the initial stages of revision. First item to be addressed is dispute resolution due to changes in IDEA part B. Second, the implementation of the TEDI data base requires a refinement of the data sharing agreement. TEDI bridges to BTOTS and brings demographic data for eligible children over to school districts, no confidential info is being passed. TEDI should launch the week of September 28th.

- b. **ARRA** –All 15 providers have completed their applications for funds and obligation of \$2 million is underway as providers begin to expend funds for this year. Funds are being used for a wide variety of projects. State level activities include developing a Web based version of BTOTS and state level training activities many of which will be coordinated with the CSPD committee. The CSPD committee can also assist in coordinating various trainings proposed by the state and providers to help prevent duplication. The Family/Advocacy committee may also apply for ARRA funds to support their statewide activities. ARRA requires quarterly reports with the first due on October 10. The ICC has a role in reviewing proposed ARRA expenditures for the current and coming year.
- c. **Staff change** – Brent Baum has replaced Danelle Holdaway who accepted a position with Easter Seals PEEP. Brent will continue to support the ICC until his replacement is hired. Brent will be working with the Medicaid audit, CHIP billing and other projects.
- d. **Contractor change** – After a round of competitive bidding, Easter Seals has been awarded the contract for the Provo School District area. They will continue to be called PEEP.
- e. **Division name change** – BWEI is now part of the Division of Family Health & Preparedness. The bureau continues to be Children with Special Health Care Needs.
- f. **Proposed budget cuts** – All Health Department programs are under scrutiny for cuts which could be as much as 3% to 5%. For BWEI 3% equals \$125000 and 5% equals \$280,500. ARRA funds could be used mitigate the effects of cuts as has been done in other states. Maintenance of effort issue is complicated by the requirement that ARRA funds are intended to supplement, not supplant, current funding.
- g. **Cost study** – BWEI staff in cooperation with a consultant from the University of Utah are beginning a small study of BWEI costs. The last study was conducted 10 years ago. At present the team is establishing a basic framework for investigation which will begin with a global view and then ask providers and the ICC what additional info is needed. The team plans to work closely with the ICC finance committee. Please see the handout for additional detail.
- h. **Autism Screener Study** – The study will be reported at the December 2 ICC meeting. Mary Ann Hunter a BYU Master's of Public Health intern, has been working with BWEI to study the feasibility of screening infants and toddlers for autism at EI services intake.

VIII. **ICC Sub-Committee Breakouts.** See individual committee minutes or notes.

IX. **Next ICC meeting** will be December 2, 2009 at 9:30 a.m.

X. **Adjournment:** The meeting adjourned at 12:00 p.m.

APPROVED AS TO FORM:

Joyce Dolcourt, for the ICC Tri-Chair

MINUTES SUBMITTED BY:

Brent W. Baum, ICC State Contact