

Interagency Coordinating Council (ICC) Meeting Minutes
January 19, 2018 ~ 11:30 AM – 2:00 P.M.
1535 West Jefferson St., Phoenix, Arizona 85007 Room 312

1. Welcome and Introductions

Present:

- Sarah Greene (Parent)
- Sonia Samaniego (OCSHCN)
- Suzanne Perry (ADE)
- Lynne Corbin (NAU/IHD- Personnel Preparation)
- Lana Graber (Dynamite Therapy- Public/Private Services Provider)
- Dr. Marie Peoples (Chief Health Office for Coconino County in Flagstaff)
- Katie Biehl (Parent)
- Zarai Hernandez (RSK and Parent)
- Brianna Carreras (Parent)

Absent: Justin Bayless (Other) , Christopher Keck(DCS)

DES/AzEIP: Jenee Sisroy, Alicia Sharma, Annie, Converse, Tanya Goitia, Chantelle Curtis, Sharon Pierson

Jenee Sisroy welcomed new ICC members, asked each to member introduced themselves and the seat they represent on the Council. As a matter of order, the ICC board is required to call for nominations for ICC Board Chair and Vice Chair.

Call for Nominations for both seats:

Lana Graber: Board Chair. Having no other nominations, with a show all in favor, approved as Lana Graber Board Chair

Board Chair Lana Graber asked for Nominations for Vice Chair, two members self-nominated, each spoke about their qualifications.

Brianna Carreras- Vice Chair

Katie Biehl- Vice Chair

Board Chair asked for any further discussion, and had a vote, based on a 4-3 vote, Brianna Carreras was voted in as new Vice Chair.

Matter Order

It was requested to consider having 2 Vice Chair seats and Board Chair will discuss with Lead Agency staff and Boards and Commissions staff, report at next meeting

2. Meeting Called to Order at 12noon

ICC meeting was called to order officially by Board Chair Lana Graber at 12noon

3. Approval of proposed 2018 ICC Meeting Dates and Executive Committee Dates

Board Chair, Lana Graber opened the floor by asking for approval of the required ICC meeting dates and Executive Committee meeting dates. With a reminder that the ICC is a public meeting and is therefore open to the community. These dates have been set as ICC dates for years, no further discussion, board approved dates as written

4. Call for Public Comment

Board Chair, Lana Graber called for Public Comment. Before public comments, Lana read a statement as a reminder to the public of OML rules and ICC members ability to act on issues only as a part of the agenda.

5. Board Orientation Power Point Presentation

Jenee Sisroy, Alicia Sharma, Sharon Pierson provided an overview of the ICC mission, purpose and focus for 2018. Open discussion regarding developing committees to meet new goals, it was proposed to review the By-laws and review these needs at the Executive Committee Meeting, scheduled in March. Additional discussion was made during the meeting on these points.

6. Power Point Presentation of Annual Performance Report (APR)

AzEIP staff Alicia Sharma and Annie Converse provided an overview of the Annual Performance Report (APR) Annie will send out a comparison of other states when they are made available.

Discussion Points from Board Members on APR:

Are targets the same for every state?

NO; compliance YES, results NO- set by each state

When you report slippage, do you also report strategies to address?

YES, will do so during this presentation and included in the APR; AzEIP interested in hearing any additional suggested strategies, as well

Clarification requested on Child Outcomes Summary (COS) Statements: SS1 = growth for self (greater than expected without Early Intervention); SS2 = growth compared to same-aged peers; Alicia will send out COS video to the ICC Board

In comparison to other states what does the COS data look like?

AZ is an average performer; Annie will send out FFY15 data from other states to the ICC Board

What does Technical Assistance mean?

Statewide training, going out to field to train individual providers, reports that show how programs compare to one another; TA means training, guidance, webinars, etc. that we provide to programs, but AzEIP also receives TA from national TA Centers that help us set our targets

Were the caseloads steady from 2013-2016- are we comparing apples to apples?

We have had an increase in caseloads over the past 3 years, one thing that changed is that we used to do this by paper/fax/spreadsheet, now we have the info in our database; we have about 5500 kids/year and roughly 4000/year who exit

Are the family surveys sent electronically or by mail?

Currently mailed or delivered in person; moving temporarily to have AzEIP mail out only and are also considering electronic distribution that is HIPPA and FERPA compliant- could use assistance from ICC Board on this

Are the 25 questions on the family survey the same across the nation?

Developed the version we use and 30 states in the US have elected to use this version. It is a national survey.

What is the percentage of families who responded to the surveys?

Average is about 10% and we are approaching the national average, 10% of families responded and 94% were satisfied, so we really don't know what 90% of families feel, correct? YES

For the time being, we'll just be mailing out the surveys- what led to that decision vs. having the providers give the surveys?

We had a much lower response rate when providers were giving the surveys; in 2015 received 800 surveys, in 2016 received about 1000 surveys; across the country states have found mail outs to receive a higher response rate than hand delivery; in 2014 we tested this in a pilot mail out and did see an increase, in the process of scaling this up for statewide mail out, and have not directed providers to stop giving

Once the surveys are received back, are they being manually entered?

YES

Does it allow for partial responses and will this also be allowed when we move to electronic?

YES

Do they have to put their own stamp on it?

NO, postage-paid envelope provided

Is there any incentive for the family to fill it out?

NO, other than to have voice heard

Indicator 7- would this include things that are out of the program's control (such as family not available)?

NO

What does PEA stand for?

Public Education Agency (includes charter schools, but they don't have a local boundary, as well as local education agency); LEA= Local Education Agency (school district), SEA= State Education Agency (ADE)

Alicia will send the ICC Board last year's SSIP report.

What does it mean to approve the APR?

Part of the ICC Board's role is to certify the APR; ICC Board Chair role is to sign that the ICC Board has reviewed the APR and agree with AzEIP description or the ICC can add a supplemental report in the future.

As part of the certifying process moving forward, if there's something we feel we'd like to work on or target, when would be the most appropriate time to give feedback?

NOW

Can you explain what the stakeholder meeting means and who it's for?

We would want to have parents, additional agencies who serve the same kids, providers, DDD, Part D (RSK); anyone interacting with the child and family to provide input and feedback

With No further discussion, Board Chair Lana Graber signed APR

7. Goals for 2018

Discussion among ICC Board on what they'd like to focus/goals on in 2018:

- Increasing response rate for family survey
- COS data (are results valid, does the data really reflect what's going on)- will also help with SSIP
- Transition (wording on how it's explained to parents, other resources available besides school and DDD)
- High amount of money spent on screening and evaluation that are being denied and keep re-applying, could we look at the number of kids scoring in the 40-49% range?
- if high number, then possibly change the eligibility criteria these kids would meet the criteria and could be served rather than spending the money on screening multiple times and never serving
- Collaboration and education of community

Executive Committee to review By-Laws, transition, family surveys, recruitment of additional ICC board members. Look at AD HOC committees etc. Staff will provide a list of composition of ICC and positions needed.

8. Family Story

Zarai Hernandez provided an update on her family story

9. Second Call for Public Comment

Board Chair, Lana Graber made second Call for Public Comment.

10. Announcements

AzEIP Public Comment Dates to review Federal grant application, AzEIP proposed policies/procedure changes, AzEIP billing manual. Copies of these public hearing were made available.

Dates: Wed March 14th 2-4pm Flagstaff

Fri March 16th 2-4pm Phoenix

Thurs March 22nd 12-2pm Tucson

11. Adjournment

Board Chair Lana Graber made a motion to adjourn the meeting at 2:15pm