

Board Meeting Minutes

Friday

November 16th, 2018

11:30am-2:00pm

Members Present/Phone

Lana Graber, Chair
Sarah Greene, Parent
Sonia Samaniego, ADHS
Dana Hutchings, Provider
Chris Keck, DCS
Zarai Hernandez, Parent/Phone
Sara Clancey, Provider
Lynn Corbin, Personnel Prep
Susie Perry, ADE
Stephanie Collier Head Start
Justin Bayless, Health Care
Rob Pfister, Parent
Kate Dobler-Allen, FTF
Lorie Jewett, DES CCA
Marie Peoples, Coconino County
Katie Murdoch, Parent/Phone
Barbara Schrag, ASDB/Phone

Members Absent

Staff Present

Jenee Sisnroy, Part C Administrator
Alicia Sharma, Quality Improvement Manager
Annie Converse, Part C Data Manager
Sharon Pierson, Community Partnership Manager
Anissa Moussa, Continuous Quality Improvement Coordinator
Tanya Goitia, Technical Assistance Specialist
Chantelle Curtis, Technical Assistance Specialist/Phone

Members of the Public Present

See sign in sheet on file

Call to Order

Lana Graber, ICC Chair called the meeting to order at 11:34am.

Family Story

Robert Pfister shared his family's story of his son's developmental delay and successes with AzEIP.

Resignation of Brianna Carreras

- Lana discussed the process for identifying Brianna's Carreras replacement: The four parent ICC members (Sarah Greene, Katie Murdoch, Rob Pfister, and Zarai Hernandez) may self-nominate for the position by e-mailing Lana Graber, ICC Chair by 1/5/19 if interested in the position. There will be a written slate to vote at

the January 18th, 2019 ICC Council meeting

AzEIP Updates: Annual Performance Data Review, Power Point Presentation

- Lana Graber, ICC Chair: ICC Members are asked to complete a comment card and public: complete comment card for sharing at the Stakeholder Meeting
- Alicia Sharma, AzEIP staff: seeking feedback for approval of the APR
- Annie Converse, AzEIP staff: The data of 11 indicators that will be reviewed are between 7/1/17-6/30/18. We are seeking input for use with program improvement.
 - Indicator 1: Timely Services
 - By end of November should have complete data; preliminary data is 77.58%
 - Indicator 2: Settings
 - Target increases each year and target increased slightly from last year (97.96% currently)
 - Indicator 3: Child Outcomes
 - 2014- baseline reset based on stakeholder input; next year target is set to change based on meaningful difference
 - Indicator 3A: Summary Statement 1 (greater than expected growth in Social-Emotional Skills)- this is used for State Systemic Improvement Plan- dip in preliminary data (target is 72.01% and preliminary data is 70.89%, below target and slippage from last year)
 - Indicator 3A: summary Statement 2 (at age level for S/E at exit)- target 53.25% and preliminary actual is 55.58%)
 - Susie Perry: have you thought about this and what might attribute to this change? What did AzEIP do differently?
 - Alicia Sharma: raising awareness about quality ratings; in terms of SS2, wonder if more children are coming into the program under Informed Clinical Opinion (ICO)
 - Annie Converse: would like as much feedback as we can based on your roles, observations, trends based on personal anecdotes
 - Kate Dobler-Allen: how is this reflected of kids in AzEIP compared to those reflecting typically
 - Alicia Sharma: could be any number of reasons for exit if they are in the program for at least 6 months
 - Dana Hutchings: wonder if now at the re-eval if ICO- testing now to see if they can continue services
 - Susie Perry: we've seen a significant drop in kids in the schools of where kids are exiting – what are the contributing factors; by looking at school aged kids we can get a complete picture
 - Sarah Greene: it's also been my experience that the teaming forms are very subjective at entry and exit, wonder if kids are being ranked lower at entry knowing they will have to make progress; wonder why we don't use more of a standardized assessment rather than just a 7-point scale

- Alicia Sharma: in targeted areas we are looking at this- entire team needs to be involved in the rating, documentation needs to be comprehensive
- Lynne Corbin: need to be cautious- some research shows that data doesn't fit what the feds are asking for and programs may be either
- Alicia Sharma: Office of Special Education Programs recommends that there needs to be an improvement in quality; at the end of the day our commitment needs to be making sure we have quality data and that our targets are reasonable and rigorous
- Dana Hutchings: do you have the data for the groups who have done the focus?
 - Alicia Sharma: we can share the subset of the targeted areas with the ICC Committee
- Jenee Sisroy: on the AzEIP website you can review the last 4 years of data in the SSIP; forms very confusing, difficult to have conversation with the family and rate the child; SiMR group is working on updating the form
- Alicia Sharma: we will be meeting again soon about this and will be discussing additional training; we asked for 10 Service Coordinators for the pilot project and we had 30 participants in the webinars- we had a lot of volunteers; when we started (from federal perspective we had to have a 1:7 scale; in Arizona we wanted to make it specific to AZ and switched to TEAMING, but it doesn't really have meaning); now returning to 1:7 scale; we anticipate as we make improvements our data is going to change so we may need to look again at our targets
- Annie Converse: when we started in the past we were looking at less than 20% of children exiting; when we reset the baseline with the stakeholders, each year we are getting more reliable and valid results
- Alicia Sharma: we are now at about 90% of children exiting Early Intervention with entry and exit ratings when we started at 20%
- Jenee Sisroy: immediately following ICC meeting we will be holding Stakeholder meeting, we are particularly interested in hearing people's ideas about slippages and how stakeholders feel about the possible causes; in Arizona we are 1 of 4 states with a significant delay criteria; states with mild delay criteria may meet age-level easier than AZ
- Annie Converse: include questions that you have even if you don't have comments as to what your thoughts are on causes
- Indicator 3B: Summary Statement 1 (acquiring Skills and Knowledge): target 77.61%, preliminary actual 76.44%
- Indicator 3B: SS2
- Indicator 3C: SS1 (taking action to meet needs); still had slippage from last year, but closer

- Indicator 8 (3 parts: Transition Planning, PEA Notification, and Transition Conference)
 - Indicator 8a: just about at same level as last year, almost at 95%
 - Indicator 8b: last year big dip, this year continued those activities: at 81.38% preliminarily for this year (up from 72.41% last year)
 - Indicator 8c: 87.40% this year preliminarily, slight dip from last year (88.18%)
- Indicator 9: Resolution Sessions- does not apply to Arizona; AzEIP has own dispute resolution process, different from Part B
- Indicator 10: no mediation requests
- Indicator 11: SSIP
 - Annual Performance Review due in April- will hear more about this in January 18th, 2019 meeting
 - Alicia Sharma had opportunity to attend Division of Early Childhood Conference- referred everyone to the infographic developed as a result- focus on family centered practices
- Stakeholder Meeting immediately following ICC- we really need your input
 - Lorie Jewett: can we have some time to look over the data?
 - Alicia Sharma: absolutely, wanted to share the data so you have time to review it and then add your comments/questions to the comment card
 - Jenee Sisnroy: any final questions?
 - Alicia Sharma: we will have a pretty complete draft of our APR; if need more time to review data, please send by then; will be taken into account after, but wouldn't be able to include
 - Sonia Samaniego: are there steps being taken to support programs who are not meeting indicators
 - Alicia Sharma: the data we are using goes into our APR and public report, leads to annual determinations; if non-compliance we will give findings letters based on what we have found; must re-think the training, expectations, and digging into quality piece; have recognized statewide trends, CAPs, follow up from file reviews
 - Sonia Samaniego: specifically, timely services; what is being done to address this when it occurs?
 - Alicia Sharma: we would like to anticipate more than react to difficult situations so that we wrap around and don't end up in crisis mode; not consistent documentation, we don't always see what happens with continued follow up when a family cancels a meeting; if not available, how do we ensure timely follow up instead of just sitting back; SCs are key- their entire role is to make sure that services get started and are continuing
 - Annie Converse: that's helpful information to us, too; on comment card if you found something to be helpful in getting to a higher compliance level, we can explore it further
 - Jenee Sisnroy: this data is not just used for this specific purpose, we also use for public reporting on each individual program; any child-specific instance that a child does not receive services is not okay; we look at this data to focus on data-driven decision making to determine where we are lacking, is this a systemic issue; need

to work with our providers to make sure services are provided; 2 prong approach to address any issues (systemic and child-specific)- need to ensure by law that the child ended up getting services even if late

- Lana Graber: in terms of timely services there was a miscommunication on how timely services were documented in I-TEAMS, so we should be seeing improved data now that this has been addresses; two of our subcommittees were generated from this data
- Jenee Sisroy: Request For Proposal Update
 - AzEIP has 5-year contracts, currently in 6th year, implemented TBEIS in 2013; we are expecting to go out for solicitation very soon with expected award of new contracts in 2019; we had expected to go out several months ago, but due to procurement requirements (ProcureAZ changed to APP Arizona Procurement Portal) this has been delayed; solicitation will go out very soon

Subcommittee Updates

- Development Committee did not meet today
- Transition: Mission is to have high quality transition for families; working on developing a document for families to help prepare for transition process and then will identify training to support implementation
- Family Survey: will make recommendation to AzEIP on length of survey and representation of different populations; also want to ensure the method of delivery increases to include electronic surveys (survey monkey, text, etc.) and we reduced down to 10 questions to remove redundancy and removed subjective questions
 - Sonia Samaniego: was your thought to include in different languages, as well?
 - Sarah Greene: That was not discussed, but will take note of that and yes
- Fiscal Committee: This was the first meeting of the fiscal committee, we will be trying to look at AHCCCS and TSC; will be writing 2 letters (one to executive budget committee and another to AHCCCS to try and move forward with evaluation rate and getting DSI covered). We have scheduled another meeting for 12/7 at 9am for 4 hours to get both letters out, location TBD (will all be done publicly)
- Executive Committee Update: At the last meeting Sonia shared updates and was asked to share with the Board today.
 - Sonia Samaniego: EHDI- families of children who are Deaf or Hard of Hearing- brought up in March at EHDI Conference- have developed a learning community, identifying who needs to be there, to develop supports and resources, parent-to-parent connections; first family event in September- had 130 people, next winter event in December, hope will continue to build these connections so families know where to go for resources.
- Lana Graber invited any ICC committee members to share related to Early Intervention:
 - Susie Perry: 0-5 Preschool Development Grant- AZ Department of Education will be lead agency, applied for grant and submitted last week- purpose to convene stakeholders to support the implementation of EI systems and effective practices so all children can participate in high quality early learning environments (similar to Read On communication); support practitioners to support participants; looking for statewide participation; if received, this year would be a planning grant; also have info on an Inclusion Task Force

(reported that we don't see inclusion at an expected rate- Susie provided a copy of a letter that she wrote that will go out to the field at the end of today, reflects a lot of the work the Task Force has done, what we are seeing, work that needs to be done; Early Childhood Special Education Summit coming up- parent will provide key note; how do we teach teachers to teach families; family comm, behavior, inclusion tracks; COS and In By 3 data- seeing some dips in area of S/E skills, working to become more of a pyramid model state- will share more info around this at the summit

Approval of Meeting Minutes from the August 17th, 2018

- Lana Graber, ICC Chair made motion to approve minutes from ICC council meeting. With no changes to the minutes, a vote was made.
 - The minutes were approved by unanimous voice vote.

Public Comment

- Lana Graber made a call to the public for comments.
 - Caroline, ACT Program Director, Question: How can we access a copy of the power point?
 - Sharon Pierson, AzEIP staff Answer: During the Stakeholders Meeting you will receive a copy.

Adjournment of Meeting

- Next ICC Meeting 1/18/19.
- Meeting adjourned at 1:23pm