

## Wisconsin Governor's Birth to 3 Program Interagency Coordinating Council (ICC)

Department of Health Services  
101 S Webster Street Room 751  
Madison, WI 53707-7921

### MEETING MINUTES

November 9, 2015  
9:00 AM to 4:00 PM

**Council Members Present:** Cindy Flauger, (chairperson); Terri Enters; Sharon Fleischfresser; Jennifer Giles; Guiliana Miolo (Non-voting designee, D. Simone DeVore); Rebecca Wigg-Ninham; Rebecca Chown; Kristine Nadoski; Julie Walsh; Carla Witkowski; Terri Wixom

**Council Members Absent:** *Dr. Simone DeVore;*

**DHS Staff:** Laurice Lincoln; Dana Romary; Lori Wittemann; Kate Johnson; Gary Roth- DHS video technician

**Workgroup Members/ Invited Guest:** Emilie Braunel; Sara Tortomasi; Michelle Davies

**General Public Guest:** None

**Remote Sites:** La Crosse Co., Brown Co., Oneida Co., and Ashland Co.

#### **Meet and Greet (8:30am to 9:00am)**

This is time allotted to allow for members, guest and general public to network and reconnect as well as opportunity for web cast locations to test and connect with primary meeting locations prior to the official start of the meeting.

The meeting commenced at 9:00 AM.

#### **1. Welcome and Introductions**

- Cindy Flauger, Chairperson welcomed Council members, invited guests and members of the public.

#### **2. Public Comments:**

- Sara Tortomasi shared a video (Shen's Story) a story of a child's Birth to 3 experience

#### **3. Operational/ Members updates**

- Council reviewed and accepted the agenda without. The minutes for the August 14, 2015 meeting were reviewed and approved by the council members – Jenny G. made the motion and Rebecca C. second; the motion was carried.
- The date(s) for next ICC meetings were reviewed and a tentative schedule proposed:
  - February 9, 2016
  - April 22, 2016 – during Circles of life conference in Pewaukee, WI at the Country Springs Hotel
  - July 22, 2016

#### **4. DHS State Updates**

- Infant, toddler and Family Waiver update / Fiscal Sustainability of the Program
  - Terri E. discussed the decision by the Department not to continue to pursue the waiver. Terri E. then started to discuss the Birth to 3 Program Revenue Distribution CY 2014. Handout #8 The department realizes that a lot of work went into this process and are bringing this work over to the implementation

teams as a framework for the SSIP work. The Department is also taking an opportunity to look at exploring a Plan B to identify revenue for the Birth to 3 Program. Discussion regarding insurance and Medicaid options continue and are explored as we go into more fiscal analysis. ICC members expressed concern regarding the number of children who are referred but not enrolled and the amount of work that goes into those children and families without reimbursement. Rebecca C. offered to support Birth to 3 Program with HMO issues and the development of relationships related to billing and payment.

- State Determination Status Update – The state of Wisconsin has returned to meets requirement status after review of the DHS appeal by OSEP (Office of Special Education)

### **Federal Initiatives**

- Review of material from Homelessness/McKinney Vento Webinar -

Terri E. introduced the initiative regarding homelessness Kristine N. led the conversation.

- The focus on homelessness is on children that are enrolled in school and not enough is being done for children in early childhood or early childhood age.
- Review of handout, “School Help for Homeless Children with Disabilities: Information for Parent” developed by National Center for Homeless Education (NCHE), Oct 2015.
- Wisconsin’s positive rating is related to the strong 4K program in Wisconsin.
- The total numbers are collected by districts on homelessness from the school districts.
  - The only way information is known about EC homelessness is if the child is referred to school.
  - Terri E. noted that the Birth to 3 Program does not have any reporting requirements to the federal government.
- Kristine referred to the powerpoint that was provided to the members for information. “Serving Homeless Children and Youth with Disabilities” developed by Diana Bowman and Christine Dukes (NCHE)
- This posed a question how do we define residency for children that are homeless and moving regularly. Especially when they cross the county lines how long do we keep them in a counties program before we transfer the child?
  - Terri E Birth to 3 Program needs a go to person to coordinate that between counties. Terri W stated that counties could use guidance on how to document in PPS (Birth to 3 Data System) families address around the different circumstances that exist for a family.
  - Terri E stated that as a program the Birth to 3 program staff can use some professional development around how to communicate and in their understanding of the terminology around homelessness.
  - Cindy F said there may be a need for additional clarification related to child find.

Cindy F. asked - What are the current definitions of homelessness based on the circumstances, how do we report etc.?

Kristine N. Was not sure if the numbers in the report represent a huge increase or mobility of a family since each district is responsible for maintaining and reporting this data. Homelessness is a huge issue in our state.

Cindy F. suggested that the ICC do some more work on this issue because it is so important.

Terri E. suggested that the Quality Assurance Workgroup (QAW) could explore this information and start working on it. Motion to add this to the Quality Assurance Workgroup – Kristine N.

made a motions to have the QAW work with counties to develop a deeper look at the Kenny Vento and how this ties to B3 responsibilities and provide guidance into issues related to outreach, definitions and ways to document, Terri W 2<sup>nd</sup> and the motion carried.

Members of the group and interested members:

Kristine N

Jenny G

Sharon F

Rebecca W

Lori W state lead will invite counties and other stakeholders to participate.

- Policy Statement Inclusion - <http://www2.ed.gov/policy/speced/guid/earlylearning/joint-statement-full-text.pdf> - Terri E. introduced the policy and asked that the ICC members review this information for discussion at the next meeting. What do we want to do about this policy in relationship to the Birth to 3 Program.

### **Workgroup Activity Reports**

- Parent Partnership Workgroup - Report on DaSy Data Conference
  - Emilie B and Sara T – reported on the DaSy OSEP EC Data Systems Conference. This community of practice was attended by Emilie B, Sara T and Kate J. Emilie B. and Sara T. gave an overview of the agenda for the conference and the benefits of their participation as parents and stakeholders. There was a clarification that Birth to 3 is under FERPPA but because of billing connections we are sometimes under HIPPA. They commented on the importance of parents protecting their privacy. The participants were given information on the history and rational for the use of RDA and Data related to the Birth to 3 Program. Both expressed that the information was beneficial in assisting them in closing gaps and better understanding the information.
  - Parents in attendance at the meeting stated the need to slow down and describe the relevant terms, and for the State team to know that parents and even ICC or others are not immersed in the work every day and need to “get back into it”.
  - Final day reviewed Action Planning for Wisconsin, including:
    - Outreach Strategies: Want to establish concrete dates to meet with the Parent Workgroup so that participants can plan ahead with more structure. Also interested in using social media, and regional approach to reach families. Get other stakeholders involved: WI FACETS, CYSHCN.
    - Participant Support: Discuss possibility of different meeting locations to make it easier for regional participants to support. Also want to make it more worthwhile for parents to come – what do they get out of it?
    - Evaluation of ICC representation and participation: Succession Planning is very important, need to think about how to bring in new parents with younger children, with support and mentoring.
    - Reviewing so that all attends can participate. Have an opportunity for nonvoting members to have a voice.
    - Terri E. commented that the request was made to move public comments somewhere else on the agenda so that if people wanted to comment to something discussed at the meeting they could comment. Julie W. suggested that when the workgroups are meeting that providing that meeting

information so that non-voting members could participate and their voices could be given a platform to discuss their concerns.

- There was discussion on what data would be important for a family and why would a family want to know this information.
- Workgroup activities – Workgroup needs to have a board member onboard with these groups and a more formalized process for meeting and inviting other parents and stakeholders.
- Cindy F. would like to see sign-ups available for members for the workgroups and periodic revisit of the charges for each workgroups.
- Cindy F. wants to know if the members want her to draft a letter to the Secretary's Office to follow-up with our current application as this is a requirement to have these members on the council. Members are in agreement.
- The parents in the workgroup have participated in Regional meetings and Data Discussion.
- Applications to Governor's Office have not experienced any movement.

### **CADRE work**

Looking at Improving Collaborative Problem-Solving Processes for Families and Providers and Increase Family Awareness of Procedural Rights and Safeguards

- Terri E. introduced Nelsinia Worbleski to discuss the work of the CADRE. Nelsinia and Lori W have been meeting with other CADRE members and working on this project as well as engaging in discussion with the Birth to 3 Program Idea Complaint Officer, regarding how this information should be looking to the family. The development of these brochures, videos etc.to disseminate this information is supported by State funding and the input of the ICC advisory council is important. There were three suggestion developed in the CADRE: 1) Public Awareness Resources, 2) What does Participation look like (Print, 2<sup>nd</sup> video version, etc.), 3)Topic Related resources. There are 3 states working on this information including Wisconsin. Cindy F. wants more information about how this differs or enhances what already exist in the program? Julie W. expressed concern that we are creating a cycle of frustration.
- Cindy F. Request that Birth to 3 Program staff simplify the request of this Cadre to the ICC members. Wanted the ICC to know what they are doing and weigh in on their options. Public awareness is the way to go – website is where the information should go? The members need additional information on where the gap is related to this information.

### **ICC Membership**

- ICC webpage – move to SSIP part of the agenda
- Birth to 3 Program logo and ICC – move to SSIP part of the agenda
- Parent Ambassador Leadership Program – handout distributed for member review
- Partners in Policymaking group

### **State Systemic Improvement Plan (SSIP) Phase II Progress**

Review of Implementation Teams framework

- Terri E. reviewed the State Systemic Improvement Plan (SSIP) and referred to the Guidance document for OSEP for development of the Annual Program Report (APR) handout.
  - State Implementation team with three teams – Handout provided (graphic)

- Our first cohorts will start in implementing the new plan in 2016 – DHS staff are developing as we implement the work.
- Terri E. explained how the APR is now completed on GRADS 360.
- The Birth to 3 Program will suspend orientation for new staff until a new training is developed orientation current timeline would have process available in 4<sup>th</sup> quarter.
- Creating a Vision Statement for Birth to 3 Program –The program has a strong Mission Statement and Guiding Principles. The program does not have a vision statement. Terri E. had the members work through the “Walking the Path Together” work sheet to provided additional thought and input into the development of a vision statement.

#### **DHS Staff Updates**

- Laurice L. presented ECO Family Outcomes Survey – review of the ECO Family Outcomes Survey process and timelines
- Terri E. discussed contracts for the FFY 2015-2016 – Direction given to the Birth to 3 Program from DHS administration to provide lean government required the Birth to 3 Program to streamline our contracts. The contract with the UW Madison, Waisman center ended as of June 30, 2015 and the professional development work was placed into a single contract with RESource CESA 5
- Circles of Life Conferences – call for proposals going out via email to DHS list serve.
- Terri E. discussed the work of the state Birth to 3 Program to improve its branding and develop a unified vision –DHS also wants to work closely with the ICC members to word smith the guiding principles.

Motion to adjourn Cindy F, and Sharon F, second, motion carried meeting adjourned 3:02PM