

Governor's Birth to 3 Program Interagency Coordinating Council (ICC)  
MEETING MINUTES  
Wednesday, August 20, 2014  
9:00 AM to 3:00 PM  
Department of Health Services  
1 W. Wilson Street, Room B370

**Council Members:** Cindy Flauger (chairperson), Laurice Lincoln (vice chair), Terri Enters, Sharon Fleischfresser, Jenny Giles, Guilana Milolo, Julie Walsh (phone), Carla Witkowski (phone), Terri Wixom

**Council Members Absent:** William Barreau, Kristine Nadolski

**DHS Staff:** Kate Johnson, Sue Larsen, Dana Romary, Lori Wittemann

**Workgroup Members:** Emilie Braunel, Teresa DeYoung, Shelly Lonaillo, Sara Tortomasi

The meeting commenced at 9:15 AM.

**1. Welcome and Introductions**

- Cindy Flauger, chairperson, welcomed Council members, invited guests and members of the public. Attendees introduced themselves.
- Council members welcomed Guilana Milolo, from UW-Whitewater, attending in place of Dr. Simone DeVore.

**2. Public Testimony**

- No members of the public registered to speak.

**3. Operational**

- Council reviewed and accepted the agenda.
- The Council reviewed minutes from the meeting held on April 25, 2014.
  - Julie W. made a motion to approve the meeting minutes; Laurice L. seconded the motion; motion carries.
- Steering Committee
  - There were no updates from the Steering Committee.
- Transition Plan for New ICC Chairperson
  - Cindy F. discussed her plans to step down as the Chairperson of the ICC, and the Council discussed next steps for identifying and selecting a new Chair.
  - A new Chairperson must be appointed by the Governor's Office, but an interim Chair can be designated during that process.
  - The ICC Chairperson signs the Annual Performance Review (APR) prior to submission on February 1; Cindy F. agreed to continue serving until the APR submission but would like to transition her role soon after that date.
  - Terri E. recommended reconvening the Nominations Committee and to develop a slate of nominations for all open positions for the November meeting with intent to submit to the Governor's Office in order to have a new Chair by the February ICC meeting.
  - Terri W. made a motion to have Laurice continue as a member of the Nominating Committee along with Cindy F. and Julie W.; Jenny G. seconded the motion. Motion carries.
  - Next steps include Laurice working with other members to develop a description of the ICC Chair, distribute to full ICC, gathering nominations, and presenting to the full ICC in November 2014.
- Next meeting: November 19, 2014 (conflict with DHS staff)
  - Terri E. and several other DHS staff have scheduling conflicts with the November 19 meeting date. After discussion, ICC members agreed to keep the meeting date.

**4. SPP/APR Child and Family Outcomes**

- **Child Outcome**

- Review and consideration of new targets
  - Dana R. presented information about child outcomes, the process for determining outcomes, and definitions related to the child outcomes process. The Wisconsin Birth to 3 Program has an opportunity to revise the targets similar to re-setting child find targets in the past. Background on the changing focus of the Office of Special Education Programs (OSEP) to outcome results and compliance indicators was provided. Trend data for child outcome results from the last seven years was provided, as well as more accurate targets.
  - ICC members discussed process of child outcomes since implementation: experience of staff, entry into the Program Participation System (PPS), working on statewide data reports, and trends in data.
  - Laurice L. made a motion to adjust the child outcome indicator targets to 2012 results with incremental increases of at least 0.1% every year (with a statistically significant increase by year 5), including Summary Statement 1 and Summary Statement 2; Cindy F. seconded.
  - Discussion included establishing statistically significant increases every year over a 5 year period as well as bringing additional data to the ICC in November, such as the FY 2013-14 data. Members voted on the motion: Yea = 7, Opposed = 0, Abstentions = 2. Motion carries.
- **Family Outcomes**
  - Review and Consideration of new targets
    - Kate J. presented data about the Family Outcome Survey process and 3-5 year trends. ICC members discussed the proposal to revise targets in conjunction with technical assistance to local programs to support strategies to actively improve communication and conversation with families.
    - Sharon F. made the following motion: Based upon the review of state and national data, the ICC proposes the Birth to 3 Program change the proposed targets for Indicator 4 to the following percentages:
      - Indicator 4A: 85%
      - Indicator 4B: 88%
      - Indicator 4C: 88%
    - Jenny G. seconded the motion. ICC members discussed the survey, process, and continued interest in reviewing the data. All members voted in favor, none opposed. Motion carries.

## 5. Workgroup Activity Reports

- Parent Partnership Workgroup
  - Sara T. provided an update about the Parent Engagement Workgroup. A parent training was held during the Circles of Life Conference in April 2014, followed by the ICC meeting the next day. Since April, the group has held a conference call, set up a Facebook page, and drafted a letter to Governor's Office with copies to State Senators. Sara was awarded a mini-grant to connect with families in the Milwaukee area. Emilie will host the next conference call soon. Laurice L. encouraged parent participants to contact county Birth to 3 Program Coordinators to obtain more in-depth information about local Birth to 3 Program operations.
- Quality Assurance Workgroup
  - Laurice L. provided an update about the Quality Assurance Workgroup. The Council reviewed the charge and were interested in expanding the workgroup beyond the current three members, and focus on direct service providers, low incidence cases, and parents. The workgroup plans to have four phone calls and four face-to-face meetings each year, with minimum expectation for participation to include three phone calls and three face-to-face meetings each year.
  - The workgroup is planning to review quality assurance related to data and results-driven accountability (RDA), especially child outcomes, and supporting data, information, and reports. Laurice is in the process of scheduling the next meeting.
- Fiscal Workgroup

- Terri W. provided an update about the Fiscal Workgroup. Workgroup members participated in one phone conference which primarily focused on revisions to maintenance of effort (MOE) process. Members were also invited to participate in a national webinar about the Affordable Care Act (ACA) and any potential impacts on Early Intervention programs.
- There are questions about if Early Intervention Services are considered/deemed “covered services” under ACA. Julie W. might be able to provide additional information.
- Other discussion included the inability to track private insurance reimbursement for Birth to 3 Program costs, challenges in capturing the impact of Primary Coach Approach to Teaming evidence-based practice, and ongoing challenges with identifying ongoing funding sources for services.

## **6. SSIP Progress**

- Child Outcome June 2014 Stakeholder Focus Group
  - The Child Outcomes Stakeholder Focus Group held on June 3, 2014, included parents and representatives from child welfare, HeadStart, physicians, and additional stakeholders that work with infants and toddlers.
  - Attendees discussed outcomes for children and the OSEP child outcome ratings process. The Birth to 3 Program plans to implement changes about how information and technical assistance is provided to counties as well as how families are engaged and informed about the process.
- DPI Joint Professional Development
  - Birth to 3 Program staff are working with Department of Public Instruction (DPI) staff to develop collaborative professional development related to child outcomes processes. The same professional development process is used for the Birth to 3 Program and Early Childhood Special Education.
  - The professional development days will focus on child outcomes and will be integrated into current Birth to 3 Program/DPI activities and processes, such as assessment. It will also include a general review of data. Ongoing support and follow-up with counties will be provided by RESource staff. Birth to 3 Program and DPI staff are also planning to share child outcomes exit and entry ratings to compare ratings and discuss improvement strategies.
- Primary Coach Approach to Teaming (PCATT) September 2014 Stakeholder Focus Group
  - The next PCATT stakeholder group will be held on September 30, 2014, and will discuss implementation of evidence-based practices, including a focus on fidelity of evidence-based practices, current resources, and how to move forward. Dathan Rush and M’Lisa Sheldon will provide a national perspective and answer implementation questions from Wisconsin stakeholders. Participants include county coordinators, physicians, Department of Children and Families (DCF), HeadStart, home visiting, parents, DPI. Staff from the North Central Regional Resource Center and national DaSy technical assistance center will be facilitating the day.
- OSEP TA Visit: September 2014, DPI joint planning for Results Driven Accountability
  - The OSEP on-site visit is scheduled for September 15-18, 2014, with both individual and joint discussions with Part C and Part B (DPI). The on-site visit allows each program to explain current activities and plans and obtain feedback about the activities and next steps.
  - DHS and DPI held joint planning meetings to discuss each program’s plans and where the plans connect.
  - Currently, the Birth to 3 Program’s Theory of Action is focused on implementation of EBP with fidelity and a focus on social-emotional needs of children.
  - DPI plans to focus on reading achievement. Early Childhood Special Education (619) within DPI is specifically looking at early and emerging literacy and language development.
  - The State Systemic Improvement Plan (SSIP) due date has been changed to April 1, 2015 from the original due date of February 1, 2015.
- Additional items
  - The Birth to 3 Program has a conditional grant application from OSEP but is getting gradual approval for all sections of the grant.

- DHS has made changes to the tribal outreach grant. The current contract with Great Lakes Inter-Tribal Council (GLITC) for outreach and child find with counties and tribes has been discontinued, and DHS will be issuing contracts with each tribe for relationship-building at the local level.

## **7. DHS Staff Updates**

- Infant, Toddler & Family Medicaid Waiver
  - The Infant, Toddler, and Family (ITF) Medicaid Waiver application is an opportunity to increase Medicaid funding to support implementation of evidence-based practices in Wisconsin. A workgroup met from January to June to discuss the steps needed for successful implementation. The process is guided by Implementation Science and is being led by Keith Keller and Kathy Boisvert. The outcome of the workgroup will include tools for statewide distribution to assist county Birth to 3 Programs to plan for implementation once the waiver is approved.
  - During the ITF Waiver application process, the Centers for Medicare and Medicaid Services (CMS) issued revised regulations and for the Home and Community-Based service (HCBS) Waivers. The revised regulations apply to new waiver applications, so approval of the application has been delayed. The Department is currently in negotiations with CMS and the Administration is very committed to obtaining approval.
- DLTC Numbered Memo Series ACTION: 2014-02
  - The Numbered Memo re-established county Birth to 3 Program MOE amounts and revised the process to create more flexibility and in response to difficulties counties has relayed in administering the local funding requirement to the program. These revisions were implemented as a part of the Department's fiscal work with the Birth to 3 Program. Federal regulations require fiscal contribution of state funds, in addition to the federal IDEA Part C funds, which are dedicated to local county administration of county Birth to 3 Program.
  - Through reconciliation, DHS requires reporting of county program expenses and revenue to assure requirements for local funding contributions to the program are met. As part of the revised process, DHS will be obtaining more accurate fiscal data related to revenues and expenditures for the program statewide.
- Adding New State Lead Staff Position
  - The Birth to 3 Program is in the process of hiring an additional state lead position to add capacity to the current team. The goal is to have the hiring processed completed by the next ICC meeting.
- Wisconsin Determination Status
  - The Birth to 3 Program achieved a Determination status of "meets requirements" for FY 2012-13 based upon strong performance with compliance indicators in Part C regulations and APR. This is a key achievement as the program had remained in needs assistance status during the past four years. The improved determination status is due to national technical assistance and collaborative work among DHS state leads, RESource, and county Birth to 3 Program staff. This status provides a solid foundation for moving into RDA with improved communication, data analysis, and accessible tools and reports for counties to monitor their own progress and performance.
- Additional Bureau of Long-Term Support updates
  - Sue relayed a new section was created within the Bureau; she will maintain oversight of the Birth to 3 Program, waiver program federal regulations and enforcement, IT and data reporting, and training projects. Lynne Morgan has developed a draft quarterly report for the Bureau programs. The goal is to issue the report on a quarterly basis and post it on the DHS website.

## **8. ICC Council Meeting Adjournment**

- Next meeting: November 19, 2014
- Cindy F. made a motion to adjourn the meeting; Laurice L. seconded the motion; motion carries.
- Meeting was adjourned at 3:05 PM.