

Wisconsin Governor's Birth to 3 Program Interagency Coordinating Council (ICC)
Department of Natural Resources (GEF II Building) Conference Rm G09
101 S Webster Street
Madison, WI 53707-7921

MEETING MINUTES

February 9, 2016
8:30 AM to 4:00 PM

Council Members Present: Cindy Flauger, (chairperson); Simone DeVore; Sharon Fleischfresser; Jennifer Giles; Rebecca Wigg-Ninham; Kristine Nadolski; Julie Walsh; Terri Wixom
Rebecca Chown; Terri Enters; Jonelle Brom

Council Members Absent:

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

Workgroup Members/ Invited Guest: Emilie Braunel (webcast); Sara Tortomasi

General Public Guest: None

Remote Sites: Ashland Co. and Rhinelander 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 9:05 AM.

1. Welcome and Introductions

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

2. Public Comments:

- None

3. Operational/ Members updates

- Council reviewed and accepted the agenda with suggested change to add public comment at the end of the day in addition to the beginning as ongoing practice and to move the vision statement discussion to operational. Sharon F. motion and Julie W. second; the motion was carried.
- The minutes for the November 9, 2015 meeting were reviewed and approved by the council members after a correction identifying the correct president – Julie W. motion and Simone D. second; the motion was carried.
- The date for next ICC meetings were reviewed:
 - April 22, 2016 – during Circles of life conference in Pewaukee, WI at the Country Springs Hotel
 - July 12, 2016
- Quorum and the ICC By-Laws. Julie W. suggested changing the wording of the by-laws stating that the quorum should represent the filled positions. The members were provided documentation of the specific site in the law for review and discussion. The decision was made to change the wording of the by-laws. Julie W. motion and Simone D second – motion carried. Changes to the By-laws will be posted after the April 22, 2016 meeting.
- Birth to 3 Program logo and ICC webpage –

The department is planning to change current logo from the Heart Graphic. The department wants to know if the ICC wants to stay with their current logo or have a shared logo with the department. The ICC members agreed and added the following considerations:

- The ICC webpage would be updated to reflect the new logo and color scheme.
- Someone from the ICC will participate on the ICC webpage design. Include links for local ICC's in the state. Include a map if possible for easy location of ICC's and contact information. Terri to check on capability of department to recreate this information.
 - Jenny G. stated that it is important to make that connection to the State program.
 - Sara T. commented that this connected branding will inform parents that this is a connected system working on their behalf.
- The ICC members stated that the current Birth to 3 Program website is too difficult to navigate finding of the referral source.
- Concerns for disconnect between home visiting programs in the Milwaukee Area such as Early HeadStart. Is the DHS staff making sure that the local Birth to 3 Program is making the connections needed to ensure that communication about the program is made between the programs?
- To address these concerns Cindy F. suggested a workgroup or individual from the ICC participate.
- Wisconsin Birth to 3 Program -Vision conversation – moved on the agenda for voting purposes – Terri E – presented the proposed Vision Statement: **Creating Paths to Early Success** – Early connected the age of the children we serve with success open and defined by the family. Jenny G. commented that the word Paths is difficult to say and suggested Pathways instead but noted several other agencies in the state have similar or the same vision statement. Julie W. liked the simplicity of the logo and said that since it is read instead of spoken it may not be an issue. Changing the wording strengthened the connection to the fact that we work with younger children. Motion Julie W. **Creating Early Pathways to Success** Sharon F. second and motion carried.
- Simone D. suggested the possibility of revisiting the ICC Guiding Principles in the future, updating the wording. The suggestion was made to have the DHS staff review the principles and report back to the ICC Simone D. motion and Rebecca Wigg –N. second and motion carried. Cindy this will be presented at the July 12, 2016 meeting. Cindy F. made motion to add the time line and Julie second motion carried.

Workgroup Activity Reports

Cindy F. has received communication from the Governor's Office with encouraging information regarding status of appointment requests, specifically regarding parent members. Some may need to go through a Senate approval process; Senate will recess in March.

- Parent Participation Workgroup (PPW) survey
 - Sara T. and Emilie B. provided an update of the survey results from the survey distributed in late 2015.
 - Developed list of stakeholder groups across the state based upon responses; half reported direct parent representation. Half reported that they met the definition of a local ICC; those that didn't said it was due to not having parent involvement or no diverse representation.
 - Other highlights and potential next steps:
 - Question 2: other programs/groups they didn't know
Follow up could be provided
 - Question 9: not having family involvement
Follow-up: could ask them if they want family involvement

- Talk with “regulars”; solicit information from parents/families who are regularly involved in groups to get feedback about why they joined, etc. to inform outreach to other parents
- Connect with programs that have ongoing groups to find out how they can use that information to share with other programs
- Can the responses be tracked by respondent – i.e. see what other responses Clark Co provided since they identified as having an ICC
 - ** Yes – Laurice L. can go back to each individual survey responses which also may include contact information
- PPW will need to determine next steps:
 - Those programs that do not have family involvement
 - Those that do have current ICCs, groups
- Discussion:
 - ICC members asked the method of distribution. Birth to 3 Program contact groups, RESource posted to regional groups, Data Discussion held by the department.
 - What are the PPW’s next steps:
 - The department may utilizing contact list to communicate with families, ICCs for related State Systemic Improvement Plan (SSIP) work
 - Adding field in PPS to include email contact info
Can the PPW use those email addresses? Adding the fields could move forward with charge from ICC along with review of compliance for privacy requirements.
 - ICC Committee wants to review charge of the PPW to stay grounded in original charge, think about what to do next inclusive of survey information to inform PPW.
 - Workgroup could also put suggested next steps in front of ICC; for further discussion.
 - Sara T: PPW will:
 - 1) Develop summary of survey responses for distribution with original contact/distribution lists; will include survey link for additional responses.
 - 2) Develop thoughts for next steps given the summary of charge below:
 - increase parent partnership to 20%
 - Engage parents in workgroup activities to prepare to be seated members on ICC
 - Keep connection to local ICCs to share information between state and local levels.
 - DHS will re-open survey
- Quality Assurance
 - Decision to serve children and families who are homeless issued to QA group; have identified members. Estimated to start in early summer.
- Fiscal.
 - Have not met. Fiscal sustainability project in DHS will be provided during DHS updates. Will be inviting ICC members to

ICC Membership

- Update on the Membership
- DCF Child Welfare members added – Jonnell Brom
- Carla Witkowski has resigned from the council
- Membership letter Cindy wrote Secretary

CADRE work

- Parent Participation in Early Intervention/Right to Participate
- Development of a vignette to make available for parents to access information and answer specific questions regarding their rights.
- The ICC recommended insuring that the information started at the point of referral.

State Systemic Improvement Plan (SSIP) Phase II Progress

- The State Systemic Improvement plan (SSIP) is the Birth to 3 Program long-term, five year plan. The department is in phase II, planning what we are going to install later this year. The DHS plan is to be written and submitted to OSEP on April 1, 2016. There are four cohorts to implement the plan being created with three small focus implementation teams (IT) which have two leads: state lead and REsource staff. A variety of stakeholders were then invited to join the implementation team and develop the detail of the implementation plan.
- Social Emotional (S/E) IT is identifying practices necessary to effectively improve S/E outcomes for children and families. The team will focus on: improved communication around EBP, child find, referral and eligibility activities, professional development, and fidelity of practice
- A list of stakeholders participating in this group was shared. The process will include a walk-through of the implementation drivers to identify supports needed for programs to implement and sustain.
- Child Outcomes IT is related to the Indicator 3 Child Outcome measurement reported to the federal government. The department chose this indicator as the measurement for the SSIP State-identified Measureable Result (SiMR). The group identified an “elevator speech” about the child outcome process and then identified the areas to focus on. Three were identified: child outcome practice and ongoing assessment, data, and family engagement.
- Evidence-based practices IT has three focus groups that meet to develop the plan: group 1 fidelity of practice group to focus on the use of a tool to assess where a program is at implementing Primary Coach Approach to Teaming in Natural Environments (PCATT) to fidelity; group 2 messaging about the Birth to 3 Program focus on program identity, what we do and how it is organized and shared with different partners and referral sources; group 3 professional development group focus is what we need to do to support programs in meeting level of fidelity from where they are currently. Thinking about what needs to happen at different levels of the work from state level to interventionist level. Helping people see the program as similar rather than different from county to county. The framework of PCATT is used to implement the EBP of coaching, teaming and contextualized work.
- Communication IT group developed a plan of the strategies for internal communication across teams doing the SSIP planning and implementation and those for external stakeholders from the ICC to the public to families in the program.
- How are we getting ICC member input into the SSIP process?
The department has been updating the ICC at meetings. A draft of the SSIP will be completed by March 1 to allow time to go through the external information approval process (EIA) at the department for an April 1st submission. The department would like the ICC to have opportunity via email to submit comments. Conference call was agreed to for March 9 from 2-3pm ICC members will receive the report by March 1st to review for the call.

Simone D. shared: Professional development grant for programs teaching Spanish to children. Focus is on child/community engagement—many families feel no matter how often invited, they feel marginalized. Review of research, she identified they do not feel represented and do not see others like them or there are other barriers that stop them from participating. What are we doing to include families, make them feel welcomed to assure we can be effective? In our country, by 2030, 50% of all children entering kindergarten will speak primary language other than English in home. We also know S/E development is closely tied with family members and the interactions with those family members.

- Terri E. shared: Conversations with Milwaukee County have identified that if the home visitor looks like me parents feel more a part of the program. The challenge of recruiting staff interested in early intervention. Does our workforce mirror the families we are serving?
- Rebecca W-N shared: We do not give the same amount of weight to cultural knowledge as we do to institutional knowledge. Research shows that change happens in relationships. This must be considered looking at professional development and staffing. When explored who needs to share information with families regarding mental health topics, it is not necessarily appropriate to have the MH professional in the home, what is important is the relationship, not the information shared.
- Terri E. shared: Through the S/E IT identifying what we know and working to identify what is needed to provide culturally responsive intervention goes hand-in-hand.
- Rebecca shared: In working with tribes, you need a community person that the people in the community know and trust.
- A generational aspect of the interventionists is another cultural aspect to consider move forward. Discussion of use of texting occurred. An example is Rock County Birth to 3 Program has developed an automated texting/calling system to remind families of the visits scheduled.
- Program Participation System (PPS) collects phone numbers, not necessarily cell phone to allow for text. Programs often clarify the best way to connect with the family which is often cell phone and ability to collect texts.

DHS Staff Updates

- Deb Rathermel has been appointed Bureau Director
- Her background was in Family Care
- Lynne Morgan data analyst has resigned, Birth to 3 Program able to retain her for 8 hrs week to continue Birth to 3 program work around SSIP and Evaluation component
- A full time analyst will be hired
- Elizabeth Wahl, previous professional development and RESource TA will be leaving February 11, 2016
- **Fiscal sustainability project – updates**
 - Birth to 3 Program reviewing a detailed look at fiscal what it takes to sustain the Birth to 3 program
 - Bureau Director has appointed a project manager for Birth to 3 program to support us around the fiscal sustainability
 - Discussion about;
 - Private insurance
 - Developing a mandate for Birth to 3 Program payments
 - Discussion around deductibles, MA and affordable Care Act related to Birth to 3 programs
 - Meeting with MA HMO and Birth to 3 program there is joint interest in this topic and desire to work collaboratively
 - Fiscal analysis was done for 2014 and it mirrored our fiscal reconciliation from that year (8.1 million dollars)
 - HMO's play a small percentage of the overall reimbursement dollars for program. Every Birth to 3 program has different story related to HMO vs. fee for service
 - Reconciliation has been sent to county program and is due in May. Programs are expected to divide out targeted case management (TCM) as part of this process (new expectation for counties)
- **Part C grant application**

- Currently in process in draft form and posted on the Birth to 3 program website open for public comment
- The application is an assurance to OSEP that WI Birth to 3 Program's are meeting the requirements under Part C
- Grant is due April 21
- Potential increase from federal budget unknown at this time
- **Circles of Life**
 - April 21-22 at Country Spring Hotel: 2810 Golf Rd, Pewaukee, WI 53072
 - This conference sponsored primarily through DHS. The Birth to 3 Program takes lead in its planning and development
 - 3 components to the conference:
 - General sessions
 - Sib shop
 - Gathering of youth (children over the age of 14)
 - Respite is provided to allow families to participate
 - This conference includes professional and parent participants
 - Key notes will be addressing Social Emotional needs for infants and toddlers
 - ICC will be held the Friday morning of Circles of Life conference
 - There continues to be a push to bring younger families into this conference
 - Financial scholarships are available addressing income as a barrier to attending

Members initiated a discussion regarding home visitation and staff safety – Member asked that Wisconsin Birth to 3 Program share safety training video.

Motion to adjourn Terri W., and Sharon F, second, motion carried meeting adjourned 3:15PM