

Wisconsin Governor's Birth to 3 Program Interagency Coordinating Council (ICC)
Department of Natural Resources (GEF II building) Conference Room G09
101 S Webster Street
Madison, WI 53707-7921
MEETING MINUTES
Tuesday, July 12, 2016
8:30 a.m. – 3:00 p.m.

Council Members Present: Cindy Flauger, (Chairperson); Simone DeVore; Sharon Fleischfresser; Jennifer Giles; Jonelle Brom ; Kristine Nadolski; Julie Walsh; Terri Enters; Sara Van Durezen; Jennifer Kelly

Council Members Absent: Terri Wixom; Rebecca Wigg-Ninham; Katherine McGurk; Rebecca Chown

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

Workgroup Members/ Invited Guest: Emilie Braunel

General Public Guest: None

Remote Sites: Portage Co

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

This is time allotted for members, guest and general public to network and reconnect. This is also an 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 9:10 AM.

1. Welcome and Introductions

- Cindy F. Welcomed council members, invited guests and members of the public.
- Terri E. Explained basics of the new SKYPE technology used to have others across the state observe the ICC meeting via home or office computers. Skype attendees can hear and see the council meeting; the council and guest present cannot see them. Skype attendees may participate in public comment. After public comment period skype lines are muted participants may only observe and listen, but not be heard. Council members participating by phone can unmute themselves via *6.
- **Introductions of ICC members**
New ICC members
-Traci Y. appointed in May 2016, introduced herself to the group. Traci Y. a parent of a Birth to 3 child stated she wants to increase Birth to 3 Program services in the north west region of the state; Traci Y. is from the city of Hayward in Sawyer County. Traci Y. share news the Governor's Office asked her to also be the Birth to 3 Advisor to the Early Childhood Council.
-Points of interest were discussed regarding the June 8th meeting and the SSIP kickoff.
-Jenny G. Department of Public Instruction (DPI) provided an update on the DPI (State Systemic Improvement Plan (SSIP)). DPI has changed staffing and created a policy coordinator for inclusion position.

-Kristina N. The McKinney-Vento Act State Coordinator, reported reauthorization of The McKinney-Vento Act. She is waiting for guidance on the new law.

- **Parent Partnership Workgroup members**

Emilie Braunel joined the ICC meeting by SKYPE. Terri E. commented on Emilie's commitment to the council and participation while waiting to hear of her appointment.

2. Public Comments:

- Cindy F. explained the process for public comment. The following comments were made: none

3. Operational/ Members updates

- Council reviewed and accepted the agenda with minor changes in order and the addition of information.
 - The minutes for the April 22, 2016 meeting were reviewed and approved by the council members.
 - Next meeting November 2, 2016
- Add to the agenda information regarding Conference Participation opportunity for the Data conference in August. Traci Y. motioned – Sharon F. 2nd motion passed.
- Approval of the minutes from April 22, 2016 minutes (Julie W. motioned, Simone D. 2nd motion passed)
- Review and approval ICC by- laws (Article VI. Meetings, Section 6 and 7)
Discussion developed about the language in the by-laws regarding the membership definition (designees) Julie W. motion, Simone D. 2nd passed. Laurice L. DHS staff will send out invitations for phone discussion regarding the topic, designee, to Traci Y., Julie W. reporting back to the council at the November meeting.
- ICC meeting dates for 2016/2017 year decided by the council. November 2, 2016, January 4: 2017 conference call meeting for SSIP updates, February 15, 2017, May 5: 2017 (Circles of Life Conference), August 2, 2017.

Birth to 3 Program Mission and Guiding Principles - Terri Enters, Part C Coordinator

- Remarks made regarding the passing of Kitty Rhoades the DHS Secretary.
- Summary of SSIP First Cohort June 8th event for implementing counties and stakeholders. The first cohort of counties will give the department feedback and insight to the process for improvement. This work is fast pace and as a team DHS is navigating through the work. The department is still waiting for feedback from Office of Special Education Programs (OSEP) on the work submitted for Phase II. DHS has started the work of Phase III. The graphic that outlined the SSIP workgroups was presented as well as the following informational video.

Simon Sinek: Leadership and the WHY of our work **The Golden Circle**

http://www.ted.com/talks/simon_sinek_how_great_leaders_inspire_action

Traci Y. participated in the June 8th event and expressed that as a parent in the Birth to 3 Program she felt that once she left the doctor's office that the control was taken away from her and her issue with the Birth to 3 Program was that, "I did not have control". Traci Y. acknowledged that every situation is different, but this was how she felt. The focus on the outcomes and the results was more about numbers instead of the parents and the children Traci Y. stated. Terri E. commented that OSEP asked DHS how the Birth to 3 Program can ensure that no matter what county a family lives in the program responds the same. The department is

challenged to make this happen. Traci Y. stated she wanted to go to a pediatric speech and occupational therapist but one was not available in her county. Sharon F. asked for clarification of the insurance denial of coverage for services is it because the Birth to 3 Program is an entitlement program? Terri E. stated that there will be further discussion in the afternoon regarding insurance denials.

A Birth to 3 Program Guiding Principles comment sheet was provided to the ICC Members to review, comment on and bring back to the next meeting for further discussion.

Professional Development pre-service was discussed. How are we engaging families and developing relationships with parents during that initial start of services?

DHS 90 Administration Rule

Lori W. DHS Birth to 3 Program staff gave an introduction and explanation of the scope of work and the advisory committee working on the DHS 90 revisions. After receiving input DHS staffs are writing the language. Within the next month the department will be looking to the ICC for input on the 1st draft in August 2016.

- Revision Update
Lori W. discussed the process for consideration of the revisions
- ICC feedback

Discussion and response from the ICC Members:

1. Screenings

What if any impact on Birth to 3 Program do you see with this decision?

Cindy F. asked, how will this impact child welfare CAPTA referrals? How does this impact the piece related to child find responsibilities? There is nothing in the language that represents a referral when there is just a request for a screen. Jonelle B. expressed concern that it will no longer be clear that the Birth to 3 Program will conduct screening. Cindy F. stated that this new language includes other agencies and removes the entire responsibility for screening from the Birth to 3 Program. Sharon F. asked, are there any proposed changes to section 1 and 2 related to this section (screening) of DHS 90?

2. Referrals

What if any impact on Birth to 3 Program do you see with this decision?

Cindy F. would add to the referral the expectation that we gather enough information to know that we are the right point of referral. We need guidance around where children are served (From the department). Jenny G. suggested that we require the referral must be in writing and states a comment as to why you are making this referral.

What is the impact for our referral sources?

What would happen to programs that are different? How do we ensure that when a family calls action is taken? Cindy F. stated that the change in regulation that the screen is part of the 45-days for IFSP development changed the way programs think about the referral.

Sharon F. stated that if there was a single database it would streamline the process. Is the way that we have it structured the best way to establish initial contact with families? Terri E. reiterated that the department wants to reduce the amount of procedure in the rule as procedures may change.

3. a. Referrals after program closes the child's case with Birth to 3 or moving to another county

What if any impact on Birth to 3 Program do you see with this decision?

Traci Y. asked for clarification of the 30 days for services to start for a child transferred to another program. Cindy F. commented that this is valuable because it gives a timeline for the work. Cindy F. stated do not use the word re-evaluate in the explanation because it cause people to think they are re-determining eligibility for the program
What impact for our referral sources?

b. Referral after another program closes the child discharge reason IFSP outcomes met.
What if any impact on Birth to 3 Programs do you see with this decision?
Cindy F. asked how this affects the child with a diagnosed condition. Services would start in 30 days. Jonelle B. wanted to know how a family would know they are discharged from the program. Parents are provided written prior notice of discharge from the program. Once a child is out of a program for more than 90 days programs have to complete and re-enter the child's outcomes. Simone D. stated that 45 days after a 90 day wait could seem like a long time for a family. Why would they have to wait for the services to start again? Simone D. stated that if the family has an IFSP that is within the 6 month window they should be able to get services right away. Traci Y. said she feels that self-discharge is different then lost track of family discharge.

4. DHS Forms

What if any impact on Birth to 3 Program do you see with this decision?

The recommendation is that all programs use statewide forms. Julie W. stated that her department uses standard forms or forms that are substantially similar based on need and demographic. The translation organization for forms must provide attestation that the content is the same and not changed. Jonelle B. commented that most of their forms (DCF) are state forms because of contracts using different information that was confusing to families. Julie W. stated if the form must be in the rule include an enabling law however, I advise that you do not put the forms in the rule.

DHS Updates (Terri Enters)

- Wisconsin Determination from the Office of Special Education (OSEP)

Council reviewed and discussed the letter for OSEP regarding the Wisconsin Birth to 3 Program determination status. Council also reviewed the compliance matrix scoring and how it is used to make the determination.

- Fiscal Sustainability Project – updates

Kate J. presented an overview of the current fiscal analysis completed with Terri E. Part C coordinator. The analysis includes a review of current funding sources and analysis of areas for improvement.

Traci Y. stated that parents needed further clarification on how insurance works and payment reimbursements. Cindy F. remarked on the complication of insurances and certification requirements insurances have with programs. Program may be losing out on money because they are not clearly explained or understanding how this works.

Traci Y. asked if we have an account of those counties that do not add dollars to the program and if they have a difference in outcomes for children because of this? If you compare them to other counties will they see the benefit?

Terri E. stated that because of the complexity of each county you cannot compare them directly.

Cindy F. stated she supports the use of evidence-base practice, are we exploring all avenues to support children and families best? How do we address shortages in professionals in the system and what other ways address resources to meet those needs.

Kate J. remarked the fiscal picture must evolve to meet Birth to 3 Program's evolving practices. All fiscal data reported to the department by the county and provider is self-reported.

Sharon F. asked about the percentage of maintenances of effort and funding represented statewide 2012 pie chart shown.

Cindy F. stated that every time we bill insurance even if it is the same insurance company the plan IFSP for that family may be different.

Sharon F. spoke to the family voices care curriculum as something that we can partner with them regarding training opportunities for Birth to 3 Program staff.

- Framework for Professional Development for Wisconsin Birth to 3 Program discussion postponed until next meeting because of time.

ICC Workgroup Activity

- Terri E. we need a steering committee member slate for the next ICC meeting.
- Emily B. remarked on the issue of getting parents on the ICC. There is a road block some parents have been waiting to hear regarding appointments for over a two years, where is the road block? There is currently a Facebook group for the ICC parents.

ICC members join in workgroup discussion

Break-up into the workgroups and brain storm current charge, report out what the group decided to do moving forward:

- **Quality Assurance**

Protocol for homeless children moving from one county to another they need to try and maintain the child in the familiar district. How can counties do something similar for the children in child welfare to limit changes in services? Simone D. we need clear understanding of agencies providing that service to support family's homeless liaisons. Cindy F. suggested that the council return the next meeting with reflections on clarity and strategy for the next move forward. Terri E. and Jonelle B. pointed out that if there is no established state protocol we should draft one.

- **Fiscal**

Committee will focus on the private health insurance. How can DHS Birth to 3 Program align with insurance and come to conclusions on policy; what that means exactly for the state. Complete analyses and recommendations to the department including recommendations on professional development for staff. The group is meeting September and October by phone and adobe connect.

Cindy F. recommended that all groups send out invitations to all so that others interested may join the different groups.

Meeting adjourned 3:30pm Motion Cindy F. second Julie W. motion passed.