



State of Wisconsin Birth to 3 Interagency Coordinating Council

The Interagency Coordinating Council (ICC) Meeting

Tuesday, July 22, 2008
Department of Health Services
Room 751 – 1 W Wilson Street
Madison, Wisconsin

Members in Attendance: Sandra Butts (Chair), Diane Fett, Cindy Flauger, April Hartjes, Jill Haglund, Linda Huffer, Linda Leonhart, Linda Tuchman, Norma Vrieze, Julie Walsh

Teleconference: Nicole Bowman-Farrell

Guests: Theresa Walske, Lori Wittemann

Staff: Carol Noddings Eichinger, Jacqueline Moss

The meeting was called to order at 9:10 a.m. The minutes discussed as Carol E. made revision pertaining to notification to LEA if finalized regulations do require identifying information.

Also, a discussion on naming speakers in the minutes, especially because the minutes are going on the website brought a **motion** by April Hartjes that unless a motion is recorded we are not to use speaker(s) names and that we accept the minutes. Julie Walsh **seconded** and the motion carried.

Determinations-

OSEP has determined Wisconsin is in the second year of 'needs assistance'. Discussions concerning Indicators 8 (a-c) and 9 and how counties should repair and correct raw data entered in HSRS before its sunset in November.

Much data is being sent to counties in August including spread sheets with reason codes as well as child outcomes and Determination Letters. Counties will clean up inaccurate data to make a smooth transition into the new system which should upgrade county standings.

Birth to 3 staff discussed the formula used to issue Determinations, including Indicators 1, 2, 7, 8, and 9 plus fiscal audits. Questions and discussions regarding counties meeting or not meeting requirements and needing assistance if low rankings brought fact-finding discussions on how to impact and influence next year's outcomes. A realistic target for child find prompted discussion to encourage physicians to use a screening tool to identify

more children who may be eligible for the program at an earlier age. Different solutions from counties should be considered in diversifying the program across the state. How is it determined who needs assistance in child find efforts? A sensible approach is needed as is better definition on how counties are rated and acknowledgement to counties with the most improved performance. Our goal is to be better than the national average of 2.6 percent. More also needs to be done on identifying children with low-incidence disabilities.

Request: Deaf and Hard of Hearing Council members would like to address the ICC.

Proposed Letters-

Letters going out to counties in August were discussed and recommendations solicited on how the information should be presented. RESource staff will contact counties to give technical assistance after this Council's recommendations. Data will be analyzed, staff reallocated and additional resources used to find out why counties are remaining non-compliant and to give feedback to highlight problem areas. LEA overlap and technical assistance roll out discussed also.

The Council discussed if one letter with two pieces of information would confuse county staff and if two separate letters should be sent.

*The Council recommended a clean separation on each year's data in one letter. Letters should state, 'You have until *'this date'* to enter or correct your data'.

Motion: Julie Walsh moved to-

Recommend continued use of indicator criteria and based upon those criteria, send to all counties, two letters. The first letter should address 2006-2007 data results, determinations, and where necessary, issue required actions; the second letter to provide all counties their 2007-2008 raw data. Notify that all corrections to 2007-2008 data must be submitted by September 30, 2008, and identify resources available to assist counties with data entry and corrections.

Motion seconded by Jill Haglund. Motion carried.

It was later decided to send one letter with distinct information for the two issues in separate sections of the same letter.

Workgroups-

The Chair opened discussions on workgroup/subcommittee make up and the Council stated workgroups are open to others not serving on ICC as well. Members volunteered to serve as-

Fiscal Committee: Theresa Walske and Diane Fett, co-chairs
Sandra Butts, Norma Vrieze, Julie Walsh

- Low Incidence:** Lori Wittemann and Linda Tuchman, co-chairs with Linda Huffer, Cindy Flauger, April Hartjes
- Early Intervention:** Dana Romary and will ask Sharon Fleischfresser, co-chairs Jill Haglund, Ariana Keil, Cyndi Flauger

Directive: Follow up with ICC parent members on committee participation. There were discussions on sharing information at regional meeting concerning outreach; keeping this Council's work visible; OTAs taking on more Birth to 3 positions now that supervisory barriers are relaxing.

The Superintendent's Special Education Council would like to meet the ICC at the 2009 Circles of Life Conference (COL). A suggestion to combine Special Education Council's listening session planned for the COL Conference next April with this Council's meeting there was discussed. It was **advised** that an ICC member approach Family Voices about combining Listening Sessions.

The ICC will fund cost of interpreter for a person who is deaf or hard of hearing to speak/participate in Council meetings.

Website Presentation-

A short PowerPoint highlighting the Primary Participation System (PPS); the levels of clearance (graduated to state, statewide); also shared was that a new weather policy can/will affect reason for 'late' dates.

Training for the new PPS database- B-3 and DPI staff will determine when training will occur in October. Webinars archived for training anytime and are accepted resources for counties.

The Council broke for lunch at 12:10 p.m.

ICC Website-

Discussions on the look and update of the ICC website included the following suggestions:

- The Home page should show mission and history of this Council.
- Archive from 2007 down to 2002.
- Add stories, pictures, etc. because we are not under the constraints of DHS.
- Sandy Blakeney could design the site and bring before the Council for approval.
- The APR report to OSEP could be the ICC annual report.
- Blurb to explain or link to B-3 site (introduction paragraph could link to B-3).

- Archive old ICC reports on B-3 site.
- A space for comments.
- Links to select survey (time stamp it?).
- B-3 and ICC sites linked; should there be a link to Waisman Center site?
- Move the next meeting date to the link for meetings.
- Under meetings, guidelines for request to address the Council.
- Agency requirements should be on 'member' page.
- Interested parties can apply for positions on the ICC at the Governor's website.
- Keep Steering Committee but update; add to Executive Committee.
- Personnel development workgroup should be archived.
- Quality Assurance archived August 2004.
- Update by-laws; 1999 by-laws are on the site right now. Information updating by-laws will be provided.
- Enter fresh, updated information on the site.
- Page for updates on this Council's position on any issue.
- WI B-3 Mediation System because Marquette is not affiliated with us anymore.
- WATI should be cleared off the site.
- GLITC added with its acronym spelled out.
- There should be a link to DPI for 'special education team' and to collaborating partners.
- Update IDEA.

The four IDEA required seats for council memberships were discussed and updated as to who has been recommended so far.

Questions: Should the Family Leadership Workgroup be rejuvenated? Will Parent to Parent man the site and if so, for a fee? How do we bring family comment on the site? Should ICC pages even provide links?

Next Agenda Items-

Review by-laws procedures for selecting Executive Committee; review guiding principles.

Parent representation-

There were discussions on how to attract/recruit more parent participation to serve on ICC and their role on it. Low family participation analyzed and ways to peak their interest and tenure. A suggestion to invite parent leaders to next meeting in Madison was thought to be an excellent idea.

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Next Meeting-

The next ICC meeting will convene in Shawano on Friday, November 14, 2008. The Council also agreed to meet on-

- Wednesday, February 11, 2009, in Madison (February 18, if inclement weather), and
- Friday, May 1, 2009, at the annual Circles of Life Conference in Madison.

Norma moved to adjourn; Linda seconded, the motioned carried.