Early Intervention Council

Meeting Minutes

Meeting	**Early Intervention Council Meeting**	Date	**April 12, 2012**
Facilitator	Christine DeMers	Time	1:00 p.m. to 4:00 p.m.
Location	Fort Washakie, Wyoming	Scribe	Becky Wight
Attendees	Members: Jana Reade, Bob Tranas, Laurie Westlake, Lori Morrow, Anedra Selley, Christine Bullinger, Laurene Hines, Sandi O'Dell (via phone), Dianna Currah (via phone), Sarah Nicholson (via phone), Sara Mofield (via phone), Christine DeMers (via phone)		
	Guests: Carol Maliszewski– Part B Coordinator, Becky Wight – Early Intervention Analyst, Sue Jezek – Director, Early Intervention Program		

Key Points Discussed

1:08 p.m. Call to order – Jana R.

- No addtions to the agenda
- No quorum – cannot review/approve minutes at this time
- Old business?

Quorum met, reviewed Minutes - questions?

Under lead agency = new business

Christine B. – Under letter B., add "New Priorities"

Lori M. – page 6 (1-13-12) comment under Sect. 4 by Joe Simpson – add his questions to New Priorities.

Under same section, per Jana R.'s suggestion, nothing to be done until plans in place for sanctions (add under Rules & Regs)

More discussion followed regarding this same section – council agreed to remove all comments under this section since no action was taken.

Correction of name spellings:
Carol Maliszewski
Christine and Ammon Bullinger
Laurene Hines

1:20 p.m. Public Comment

Sue Jezek (Director of hosting facility) – there will be a presentation of the Early Intervention Program and a bus tour of the Reservation today at 4 p.m.

Sarah N. suggested "New Priorities" to be added to the agenda – this was already added.

1:33 p.m. Laurie W. moved to accept the minutes. Christine B. 2nd. All yeas, no nays.

1:34 p.m. Old Business

Laurie W. suggested to discuss the 5 working priorities of the EIEP staff (Joe Simpson's input 1-13-12) under New Priorities tomorrow.

Bob T. wanted some clarification on council members applying/re-applying for membership.

Carol M. discussed that the Governor's Office handles all membership issues, letters, resignations, and applications. The EIEP does not process any of this and has no say of members to be appointed.

It was discussed that Jody Yelton put in her resignation to the Governor's Office and received a letter back accepting it. Her spot is open to be filled as is one parent spot.

Christine B. inquired of an updated member list.

Christine D. will email out the most recent list she has.

Lori M. suggested that if someone knows they are resigning to possibly seek a peer replacement to suggest applying to fill the spot.

1:50 p.m. Break into Committees. Readjorn at 2:30 p.m. for bus tour for those interested. Dismiss from committees/bus tour.

Readjourn tomorrow morning at 8:30 a.m.

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8:43 a.m. Call to order – Jana R.

Add C: New Business to Agenda (B. New Priorities added yesterday)

Jana R. motioned to add Elections to agenda as well. Christine B. 2nd.

Roll Call:
On phone – Christine D., Sara M., Sandi O., Brenda P., and Sarah N.
In person – Jana R., Christine B., Lori M., Laurie W., Carol M., Becky W., Laurene H., Shawna P., Dianna C., and Bob T.

8:50 a.m. – Early Intervention Program slide presentation

9:10 a.m. – Committee Updates

Lori M. – NICU (Lori has committee notes)

- Committee members – Lori M., Christine D., Anedra S., Sarah N. (unable to participate)
- Christine D. – CDC & Public Health phone call didn't happen. Get a hold of ICC mtg for them to coordinate communication. ICC chair people – get list of chair contacts.
- Lori M. – Newcastle Mtg – Fremont County does not provide home health services birth through 18. Denver Children's Hospital to provide training Sept 9 (3p-6p) & 10th (all day).

Newsletter

- 1st newsletter in July.
- Need link for transition survey.
- CDS link for all region info.

Christine B. – Transitions (Christine has committee notes)

- Send out Survey Monkey and word doc (paper copies) to end by October 5th.
- CDC's to send to IEP.
- In WDE Special Programs, transitions are an area of improvement.
- Sara M. will share Transition Survey results (once finalized) with the panel.

9:52 a.m. – New Business

Christine D. – Part C

- Has emailed the Governor's office regarding memberships
- The Governor's office is going to process and appoint all members.

- Christine D. emailed Annie Akerley (at Gov Off) the list of names of members who would like to continue.
- Members can directly contact Annie as well: annie.akerley@wyo.gov
- Council elections – Currently Sandi O. is Chair and Jana R. is Vice-Chair. Sandi's term will be up 6/30/12, and Jana will automatically become Chair. The Council needs to elect a new Vice Chair.
- Christine D. also suggested that the Council consider electing a Secretary
  - Will have to add this to the By-Laws
  - Come up with a job description
  - Put it on the table – **Tabled until July meeting**
- Also need to put into the By-Laws – Election dates – **Tabled until July meeting**
- Christine D. suggested someone to draft the By-Laws for the July meeting – will be "Old Business" on July agenda.

Jana R. nominated Bob T. for the new Vice-Chair position.

Sara M. asked if this might be rushed, to maybe give the Council some time.

Christine B. suggested council members to send Christine D. an email with nomination.

Laurie W. suggested the council just vote now.

Christine B. put forth a motion to nominate Bob T. to be Vice-Chair. Lori M. 2nd.

Votes= Yea12, Nay 0, Motion approved – Bob T. elected as Vice-Chair, effective 7/1/12.

Christine D – Part C (continued)

- Reviewed Handouts
- Child Find – where Wyoming ranks
  - Birth through 1 = in Top 10 = #7
  - Birth through 5 = in Top 5 = #4
- Minimum components for Part C
  - EIC falls under minimal components
  - Valued and vital to Part C
- Assurances were given to Feds
- The 7 Key Principles of EI.

Any comments on the budget from the application? There is 2.1 million available to apply for.

Laurie W. had a comment regarding Vision and Screening on the last page of the application – The wording might indicate that money will be going to The Vision Project but it is not, so you might want to clarify the wording.

Dianna C. asked about new Part C Federal Regulations. Sue J. suggested for the EIEP Conference to offer training to paraprofessionals and Head Start in regards to the new regs and also working with children and the preschools. Sara M. offered that the EIEP has no jurisdiction over Head Start and other entities, no resources to provide training to other agencies. Laurie W. talked about all agencies obtaining credentials.

10:40 a.m. – 10:55 a.m. 15 Minute Break

10:57 a.m. Part B Updates – Carol M.
Three regions are scheduled to be monitored in the next few months. A few regions are scheduled to come off of Corrective Action Plans; two regions will have their CAPs extended. EIEP continues to

give guidance and technical assistance to help struggling regions.

EIEP received it's determination from WDE = meets requirements.

11:00 a.m. New Priorities/New Business

1. Items from Joe Simpson (last meeting)
2. New Priorities for the upcoming year

Becky W. had a concern – As scribe, is uncomfortable striking something from the record of last meeting's notes due to Public Open Meeting Law. (re: Striking comments council made regarding Joe Simpson's rundown of 5 focus areas that his staff, EIEP, are tasked with doing.)

Sara M. stated that she and Becky W. will get with Joe Simpson about legalities.

Council continued on with approved minutes from last meeting.

Sara M.

1. Evidenced-Based Practice – going away from Medical Model (isolated therapies) to implementing family-based, 7 Principles of EI. Going into homes for family-based treatment instead of isolate therapy 1-2 times per month. How can we make improvements for children and families (outcomes – COSFs enter/exit scores).

Lori M. – Asked if Sara M. could pinpoint more specific guidance to the Regions.

Laurie W. motioned that she isn't sure if the EIC can do anything or take on an area to change. Suggested EIEP possibly educate EIC of the priorities. No 2nd.

Jana R. suggested EIC become more educated on the topics.

Sara M. stated these are 'old issues' in that this is not a new area of focus for EIEP – has been guiding for years based on these principles.

Christine B. suggested the EIC not take a year to learn about topics but see if a new sub-committee is needed to go through each item to see if the EIC could make any suggestions for improvements.

Sandi O. suggested that at the next EIC meeting to go over the 5 items to see if EIC can implement these into priorities.

Bob T. asked how the local ICC and EIC implement these into programs.

Lori M. would like to know specifically what EIEP is looking for in the 5 areas. She would like the Regional Directors to meet with EIEP to go over each area.

Sara M. stated that EIEP is looking for better improved results for children – this has always been the focus. EIEP has left it up to the Regions to decide how to improve and to not be so limiting in descriptiveness.

Christine D. suggested the EIC to take the issue to their communities and bring feedback to EIC.

Sue J. invited the EIC to present/visit Region 14.

Laurene H. suggested a community presentation with specific definitions of these items so that the tribes are clear on what these mean. They may have more of a buy-in if items are clear/concise.

Dianna C. suggested building on Laurie W.'s motion (11 comments up) and making it a priority for the EIC to find relation of outcomes for children to spread word to communities. Improving quality of services for kids. Training and implementing of regional staff. Make it positive – this is what we are doing and would like see you participate.

Christine B. asked how you get more education.

Dianna C. stated to make an action plan to educate others.

Sue J. suggested looking at the curriculums used across the state.

Lori M. stated that there are other evidence based practices beside curriculums being used – how to stay updated on current evidence based practice. COSFs need a validated tool to score to be valid and reliable for each region. This can be problematic when each region scores the COSF differently.

Laurene H. suggested DEC recommended practice guidance for each of the 5 areas for each region.

Carol M. stated that guidance comes from the state (EIEP) with regards to DEC and ECHO – COSF scoring is standardized across all of the regions.

Jana R. suggested to table these issues for next meeting and to address item #2.

Bob T. moved to request that state (EIEP) prepare a presentation of Evidence Based Practices. Laurie W. 2nd.

Vote = Yea 12, Nay 0

Sara M. stated that the EIEP will talk with DEC to inquire of putting together a presentation to EIC – no timeline given.

Jana R. – motion carries.

Jana R. next EIC meeting is July 12-13 in Kemmerer, Wyoming. Will also do dates for next year's meetings. Members should come with location suggestions.

Feedback for Continuous Improvement:

Bob T. enjoyed the tour of Region 14.

Dianna C. enjoyed the slideshow presented by Region 14 (serves 96 children). She also appreciates the telephone participation – suggested each member in attendance announces their name before speaking so that everyone is aware of who is speaking.

Shawna P. stated she enjoys going to the different regions however travel can be a challenge for some.

Laurene H. thanked everyone for coming to Region 14 and also enjoyed that some were still able to participate by phone.

Carol M. thanked Region 14 for hosting this meeting.

Sandi O. stated she was glad to able to participate by phone since she could not be there in person and also thanked Jana R. for chairing the meeting.

Brenda P. echoed Dianna's suggestion of stating name so that everyone knows who is speaking.

Sara M. thanked Sandi O. for participating by phone.

Lori M. thanked EIC for coming out to the Reservation as all of the regions are different. Also, re-suggested to list committee and members on the agenda.

Christine B. enjoyed the phone participation and the tour. Also that the council utilized it's time to the full extent to discuss items/issues.

Jana R. thanked everyone for their input.

Bob T. moved to adjourn. Christine B 2nd.