

# Interagency Coordinating Council

August 14, 2006  
9 AM – 1:00 p.m.

CAFAP  
2189 Silas Deane Highway  
Rocky Hill, CT

approved 10-16-06
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## Minutes

**Laurel Ross, ICC Acting Chair**  
*ARC, Greenwich*

**Jeannie Mazzaferro, Ph.D.**  
**ICC Vice Chair**  
*Parent*

**Timothy Bowles**  
*Dept. of Social Services*

**Anita Cella**  
*Parent*

**DeAnna Lia**  
*Dept. for Children and Families*

**Elizabeth Daly**  
*Office of Protection and Advocacy*

**Dona Ditrio**  
*New Opportunities Waterbury*

**Rita Esposito**  
*REACHOUT, Inc.*

**Linda Goodman**  
*Department of Mental Retardation*

**Mark A. Greenstein, M.D.**  
*Pediatrician*

**Clara Gutierrez**  
*Parent*

**Jeanette Haines**  
*BESB*

**Moira Herbert**  
*Insurance Department*

**Cynthia Jackson**  
*Children's Therapy Services*

**Robert LaCamera, M.D.**  
*American Academy of Pediatrics*

**DeAnna Lia**  
*Dept. for Children and Families*

**Deborah List**  
*Parent*

**Joe McLaughlin**  
*McLaughlin and Associates*

**Elise Minor**  
*Parent*

**Maura Provencher**  
*Parent*

**Maria Synodi, alternate**  
*State Dept. of Education*

**Louis Tallarita**  
*SDE- Educ. for Homeless Children*

**Elayne Thomas**  
*Parent*

**Rep. Jack Thompson**  
*State Representative*

**Robin Tousey-Ayers, alternate**  
*Dept. of Public Health*

**Melissa Van Buren, alternate**  
*A.J. Pappanikou Center for Excellence*

**Myra Watnick**  
*Rehabilitation Associates, Inc.*

**Diane Wixted**  
*Commission on the Deaf and  
Hearing Impaired*

ICC Members Present: Tim Bowles, Anita Cella, Rita Esposito, Linda Goodman, Dr. Mark Greenstein, Clara Gutierrez, Elizabeth Daly, Jeanette Haines, Dr. Robert LaCamera, DeAnna Lia, Jeannie Mazzaferro, Elise Minor, Joe McLaughlin, Lolli Ross, Maria Synodi, Elayne Thomas, Rep. Jack Thompson, Robin Tousey-Ayers, Melissa Van Buren, Diane Wixted

ICC Members Absent: Cindy Jackson, Moira Herbert, Dona Ditrio, Deborah List, Maura Provencher, Louis Tallarita, Myra Watnick,

The meeting began at 9:15 AM.

**Introductions:** Lolli Ross, ICC Chair, welcomed everyone to the State ICC meeting. Council members and 5 members of the public introduced themselves.

### ***Approval of April Minutes***

Robin Tousey-Ayers requested a correction in the June 12, 2006 minutes in the description of the regional medical home support centers. Tim Bowles made a Motion to approve the June 12, 2006 minutes as amended. Robin Tousey-Ayers seconded. The motion passed unanimously.

### ***Public Comment***

There was no public comment offered. Rep. Jack Thompson commented that he'd received a postcard and photo from the D'arcy family and he thought that as a legislative outreach, it was very effective.

### ***Eligibility for Birth to Three***

The Early Childhood cabinet kept "expanding Birth to Three eligibility to serve children with mild delays and those at-risk of delay" in as one of their top ten priorities.

DMR has to prepare draft budget information for the Fiscal Division by 8/15. There was much discussion. Representative Thompson would like the state to consider making all kinds of services universally available to children. He would advise adding language to the budget option that says that if services were universally available, the budget option would not be necessary. Joe McLaughlin thought that the budget option narrative needs to emphasize the long-term savings to the state. Tim Bowles said that DSS is looking at Medicaid services and maybe they could do something for young children. Mark Greenstein added a caveat that expansion of Birth to Three would certainly require sufficient staffing which might be difficult in some shortage areas. The ideas of training and scholarships were discussed.

A motion was made by Mark Greenstein and seconded by Diane Wixted to submit a budget proposal to serve 5% of children under the age of three in the Birth to Three System. The motion passed unanimously.

### ***ICC By-Laws***

An updated version of the State ICC By-Laws was distributed. After some discussion, Mark Greenstein moved and Diane Wixted seconded a motion to adopt the by-laws as amended. The motion passed unanimously.

### ***Lead Agency Update***

FY06 expenditures were comprised of net invoices (\$25,672,765) including supplemental payments (\$1,486,810). Insurance revenue totaled \$2,910,072 during that same time. Parent fees collected each month ranged from a low of \$54,860 in September to a high of \$66,160 in February after subtraction of collection administrative costs with a total of \$645,066.

The wait for initial evaluation has been totally eliminated in Northern CT. An RFP for an additional program in the North and Southwest parts of the state is due 9/1/06. Eligibility for the year showed that 60% of all children evaluated were eligible.

Reorganization: The Service and Support office has been moved to Infoline in Rocky Hill. Molly Cole begins there 9/1/06. The department continues to interview for other vacant positions.

Early Childhood Cabinet: The final report to the Governor was sent at the end of July and it included a recommendation to expand Birth to Three eligibility.

IDEA: Connecticut's application for federal funding was fully approved and the grant was received.

OSEP: Connecticut's Data Verification Visit was held August 9 and 10<sup>th</sup>. Myra Watnick attended on the first day. OSEP's biggest concern seemed to be how the state ensures that all programs are in compliance (and how it verifies the data) at all times and, if non-compliance is identified, how it is remediated within 12 months of identification and how the state verifies that it's been remediated. We will wait for our official letter from OSEP before making any changes in our current quality assurance process, although the stakeholders may want to consider finding focused monitoring indicators that are not also compliance measures.

Dispute Resolution Activity: A formal written complaint was received in early August. The issue is that a parent gave written consent for the program to obtain some medical records and then the parent states that she verbally revoked that consent. However, at about the same time, the program sent the consent forms to the doctors and obtained the information.

Quality Assurance: Four programs will receive on-site monitoring visits in the first half of FY07 concerning activities related to Child Find, Service Delivery and Transition. The department has begun to review the FY06 data on "IFSPs within 45 days" and "Timely Transition Conferences" in preparation for the next annual report due February 7, 2007.

Children with diagnoses on the Autism Spectrum (ASD): Several programs met with Tracy Ohsbar to discuss the issue of whether some programs should "specialize" in serving children on the autistic spectrum or perhaps would be considered to have "expanded capacity" to serve such children. The next step is to meet with Roger Frant from the CT Department of Education in September to discuss the role that RESCs or LEAs could play.

Procedures: New printed procedure manual sets and electronic files on CD were issued to all programs in July. Substantive changes included:

Evaluation – follow test publisher's recommendations on adjusting for age when testing children born prematurely

IFSP – added an "end date" to the service grid

Procedural Safeguards – written consent required for initial evaluation only. Prior written notice required before initial evaluations and all IFSP meetings initiated by the program.

Personnel Standards – clarified that nutritionists are registered dieticians and do not need DPH licensure. Allows certain professionals to conduct initial evaluations if they also hold the Infant Toddler Family Specialist Credential endorsement 120 or 123. Added the Infant Toddler Family Specialist Credential as one way for an EI Assistant who does not have a BA degree to become an EI Associate after three years' of experience.

The Council took a break to pick up lunch, then regrouped for Committee work.

### ***Committee Reports***

- **Legislative** members include: Joe McLaughlin (chair), Jeannie Mazzaferro, Jack Thompson, DeAnna Lia, Tim Bowles, Robin Tousey-Ayers, Diane Wixted. Joe reported that this Committee wants to increase its work with the legislature. They want to continue the sending of postcards, especially by any family that asks their service coordinator "what can I do". Stamped notecards should be available to all programs. The note cards were already distributed to programs represented on the ICC. If they didn't serve some towns, they were to send them to another program. The committee asked whether there could be a link on the Birth to Three website that would allow someone to "find your legislator." The committee would also like to send cards to elected officials. Cards were sent to the DMR budget analyst at OPM. The committee would like Birth to Three to be represented at existing legislative breakfasts. They want to coordinate with the communications committee to get that information out to the LICCs. They will generate a list of questions for the Gubernatorial candidates at an upcoming Disability Forum in September.
- **Communications** members included, Elise Minor, Lolli Ross, Anita Cella, Jeanette Haines, Clara Gutierrez.
  1. The Committee would like to bring a more personal feel to the ICC page on the Birth to Three website, using pictures and quotes. They asked ICC members to send their pictures to Eileen McMurrer via e-mail ASAP.

2. The committee will visit other states' websites to view the mission statements generated by their ICCs, in preparation for proposing a mission statement for the CT ICC
  3. The committee recommended that an ICC brochure be developed once the new ICC staff person has been hired. This will help not only in recruitment of new members but in soliciting public participation
  4. The ICC meeting schedule will be more widely publicized, including among parent advocacy groups. The committee would like to receive the due dates for the upcoming Birth to Five news so that they could be more reliable about submitting information.
  5. Anita and Elise volunteered to be the liaisons to the LICCs. Lolli will set up an e-group for them if they don't have one.
  6. The Council needs a resource manual. They will resurrect the draft and hope to actually have a finished product this year.
  7. The committee wants to get a date for orienting new members. Somewhere mid-state in the evening. Elayne suggested having a glossary available, maybe a card that's laminated as a "jargon buster"
  8. The committee would like to review any MOUs that need to be updated. They will contact DSS about betting involved in the infant/toddler strategic plan for the state.
- **Quality Services** members included: Melissa Van Buren, Mark Greenstein, Rita Esposito, Elayne Thomas, and Linda Goodman joined by Alice Ridgway and Deb Resnick. The Committee focused their discussion on issues of cultural competency. Mark Greenstein wanted to know whether the autism guidelines could be translated into Bosnian or other languages. The recommendation is to find reputable websites on a variety of topics that are already in other languages and create those links on the Birth to Three website. Rita Esposito and Mark Greenstein both highly recommend a book from the UCSF School of Nursing on multi-cultural competency.

### **Focused Monitoring Update**

Alice Ridgway, Quality Assurance Manager, distributed preliminary data on the indicators "45 days or less from the referral to the IFSP meeting" and "transition conferences held at least 90 days before the third birthday." The preliminary data shows that 93% of IFSPs were held on time compared to 94% in FY05 and 98% of transition conferences were held on time compared to 95% in FY05.

### **Reports and Announcements**

Lolli Ross asked whether Council members were familiar with KidCare. She would like to set up a lunch and learn for October on the topic.

Tim Bowles announced that DSS would probably be increasing training dollars available through KidCare and that there may also be federal funding available for children's mental health reform

Mark Greenstein said that the audiologist he works with informs him that there is increasing information on the impact of unilateral hearing loss.

Diane Wixted announced the September 16<sup>th</sup> Disabilities convention.

Diane Wixted moved that the meeting adjourn. The meeting was adjourned by the Chair at 12:55 PM

***NEXT SICC MEETING***

Monday October 16<sup>th</sup> at CAFAP\*. The AM will be the focused monitoring stakeholders group and the PM will be an ICC meeting. The meeting will end at 4:00 PM.

***FUTURE MEETING DATES:***

December 11                      State ICC    9 – 2                      CAFAP

\*CAFAP -- the CT Association of Foster and Adoptive Parents – volunteers their meeting room to accommodate the State ICC meetings. They are located at **2189 Silas Deane Highway, Rocky Hill, Connecticut**. Take Exit 24 off of I-91 North or South. Turn South off the exit (away from Wethersfield). CAFAP is on the right next to Chuck’s Steak House. Meetings take place on the ground floor and are handicapped accessible.

**PLEASE PARK in the rear of the building or behind the adjacent building, Chuck’s Restaurant.**