Approved Minutes

ICC Meeting, January 15, 2014

Present: Donna Driscoll, Becky Haymond, Paul Hyslop, Danny O’Neill, Shirley Payne, Cathy Robinson, Jamie Stormont-Smith, Jim Vento, Erin Walsh, Michael Williams

Absent: Skye Berger, Becky Bowman, Melanie Brizzi, Mark Davy, Dawn Downer, James Elicker, Beckie Minglin,

Welcome and Introductions

Jim Vento, Vice Chair, called meeting to order at 10:15

New member, Erin Walsh, Office of Medicaid Policy and Planning, was introduced

Approval of November 14, 2013 Minutes

The council accepted minutes from the November 14, 2013 meeting.

Jim Vento highlighted last meeting’s discussion concerning the impact of military families on children. He noted that there are a large number of military families in Indiana and handed out a map that highlights the numbers of military families across counties. Jim also shared a report produced by Child Trends (attached).

It was suggested that an article about military families could be included in the Training Times newsletter.

ICC Committee Updates

Quality and Consistency Committee update. Becky Haymond shared that a survey was developed and administered with First Steps Assessment Teams. Becky has collected and analyzed the data and prepared a report (attached). Her next step is to combine the data from all three surveys into a single report that highlights strength and weaknesses in the system and includes recommendations.

One of the issues identified in the survey is provider and Assessment Team understanding the how and what of the exit assessment data that is collected and calculated into the child outcome results. Currently, when children enter First Steps the Assessment Team administers the AEPS (Assessment, Evaluation, and Programming System) instrument is administered to determine developmental delay and eligibility. Eligibility is re-determined on an annual basis after that. When the child and family exit the program, ongoing providers are asked to complete a simple checklist of skills taken from the AEPS. This final assessment data is used to determine exit
AEPS scores that go into final calculation of federal outcomes. It was recommended that an article be included in the Training Times that explains this procedure. Michael Conn-Powers, First Steps Evaluator, will work with Ann Ruhmkorf to post such an article.

**Part C Coordinator’s Report**

Cathy Robinson opened by noting that the legislature is currently in session, and invited all to share information concerning current legislation being proposed. Cathy shared information concerning four bills.

- **SB154 – Autism Bill** - focuses on expanding reporting requirements for children with autism - all children up to age 5 years. A key element of this legislation is follow up, particularly given few resources for providing ongoing care coordination for families of children with autism.
- **SB232** - Asks the DDRS to conduct a broad and comprehensive needs assessment of individuals with intellectual disabilities across all ages. If passed, this assessment would likely include children in First Steps through adult services. The Departments of Mental Health and Addictions would also be involved.
- **HB1025** - Updates service definition of what constitutes occupational therapy services. Although not part of this legislation, Jamie noted that physical therapy rules have changed that requires the reporting of training/CEUs for continued licensing.
- **HB1139** - would regulate who can sell hearing aids

Cathy shared that she and her staff are working to wrap up development of the Annual Performance Report. Once this year’s APR is completed, future efforts will look at quality improvement activities based on the information that Cathy shared at the last meeting. This emphasis, coming from the US Dept. of Education, will focus more on quality improvement and results and less on performance compliance. States will be asked to collect information from multiple sources and identifying multiple areas to address. First Steps will reach out to the ICC and other groups to help shape that effort. The next ICC meeting will be a time to generate timelines.

First Steps has hired a new Consultant who will begin January 21. There is a fourth position that is open.

Cathy is currently conducting a budget analysis of the First Steps program for this legislative period. Currently, it appears that expenditures are higher at this point in the year as compared with last year. She and her staff are working with the DDRS controller to review the budget data and determine if action is needed. In past years First Steps was able to access additional funding from DDRS to cover shortfalls; this year those funds are not available.

It was recommended that Cathy hold a provider agency meeting to share this fiscal information concerning costs per child plus other information that might assist service provider agencies in their decision-making.
**FFY 2012 Annual Performance Report**

Michael Conn-Powers, Janet Ballard, and Katie Herron from the Early Childhood Center, IIDD, Indiana University, presented a draft of the Annual Performance Report data (handout attached). Cathy and her staff are currently reviewing a completed draft of the APR. A future draft will also be sent to a regional technical assistance center for further review and feedback. The APR is to be completed and submitted to the federal Office of Special Education Programs on February 3, 2014. OSEP will conduct an initial review for technical accuracy and may ask the state for additional clarifications or corrections.

Following the presentation and discussion of the APR data, the ICC voted to approve adopting the APR as the ICC’s required annual report to the Governor.

**Nominations for the ICC Executive Committee**

Standard operating procedures call for an Executive Committee that is comprised of six members. Currently, Danny O’Neill as Chair, Jim Vento as Vice Chair, and Cathy Robinson, First Steps Director and agency representative serve on this committee. The Council was asked to nominate or solicit other individuals who might be interested in serving on this Committee. Three members volunteered: Jamie Stormont-Smith, Donna Driscoll, and Michael Williams. Because of the number of council members missing from today’s meeting, it was decided that recruitment for this Committee would extend through the following Friday, January 24. The procedure for filling the Executive Committee will occur electronically and involve Michael Conn-Powers conducting the following steps:

- Email current ICC members to solicit volunteers for the Executive Committee (by January 17)
- Council members who are interested are asked to respond by January 24
- All interested council members will be compiled and submitted to the full council for a vote (electronically via SurveyMonkey). Voting will take place January 27 through January 31.
- By February 3, if not sooner, the votes will be tallied and the results announced.

**Public Comment**

One person commented on the high rates of success and compliance noted from the APR presentation. Although the federal government asks for 100% compliance on some indicators, the state recorded very well and the contributions of all should be noted. It was suggested that the First Steps program consider recognizing these contributions and sending out letters of commendation.
Adjourn

Meeting was adjourned at 12:15 pm.