

**NH Interagency Coordinating Council Retreat Minutes**  
**November 01, 2013 9:00 AM to 3:00 PM**  
**Red Blazer**  
**Concord NH**

**Present:** Linda Graham Lenore Sciuto, Rochelle Hickmott Mulkern, Kelley White, MD. Gloria Fulmer, Ruth Littlefield, Eileen Mullen, Sharon Laliberte, Michelle Lewis, Sharon Kaiser, Caroline Stiles, Terry Ohlson-Martin, Sue Marcotte Jenkins, Diane Bolduc, Jessica Bowen

**Sharon Laliberte, ICC Co-Chair and facilitator** for today's meeting started with a review of the agenda for the day.

**Carolyn gave an overview of content** of the meeting folder and passed the draft brochure of "Watch Me Grow" (WMG) requesting comments that will be sent to the Leadership Committee of WMG for consideration before publication of the brochure.

**Self-introductions** of those present and corrections to the mailing list were made. Carolyn noted that a secretary for the ICC is needed. Diane Bolduc expressed an interest in this position.

**Membership** interest for the ICC: Jessica Bowen, a parent representative, Diane Bolduc, representing FCESS Program Director and Pat Cantor as a representative of Institutes of Higher Education.

**Successes and Challenges of past year** were numerous:

- ❑ Attendance at meetings and sharing of information
- ❑ Membership remains integrated and with SPARK and Trauma work
- ❑ As SPARK (Early Childhood System) establishment - ICC has not lost it's identity
- ❑ Parents join the ICC and Family Cost Share is not apparently a threat, but Managed Care funding appears to be a threat.
- ❑ Families from the northern part of NH are on board with the ICC
- ❑ Opportunity to meld parent and professional together
- ❑ Working on the Cost Share and enjoyment of working with families to get feedback
- ❑ Nice to hear that families understood the need to look at cost share
- ❑ Balance and mutual respect of parents and professionals as colleagues
- ❑ Utilizing the ICC as a model for the State Advisory Committee
- ❑ Different view together in one place
- ❑ Feel free to not agree
- ❑ Creativity – example the Family Cost Share and thinking outside of the box
- ❑ Excited about what might come
- ❑ New Parents on the ICC and the motivation they bring to the Council

### **Family Cost Share review of the pilot by Terry and Michelle**

The pilot is completed and the October virtual meeting was held. Seventy seven percent of the families' survey said they would participate if there were to be a cost share. Families understood why the cost share option is being explored and necessary. There was seen a value to the FC-ESS System by families.

Discussion regarding what the process might be for implementation of a "Cost Share". It would be in alignment with some of the other states. Noted that families on Medicaid cannot be billed and hardship exception for families after three months of non-payment would give the family the essential services only. The "Cost Share Workgroup" would be willing to continue and assist BDS with this process. It will respect that BDS will find the right time to implement such a process and suggestion that this process might align well with managed care step 2.

Michelle Lewis made a motion that:

"The ICC Supports BDS to move forward with exploring a family cost share that includes:

- A. Clear messaging to families
- B. Has a sliding fee scale
- C. Is processed through a central entity
- D. Allows for hardship exemptions
- E. A monthly fee – not based on number of services or number of children served per family
- F. Families who do not pay for three months will only continue to receive entitled services
- G. The families will have responsibilities of reporting status changes
- H. Local program not responsible for monitoring
- I. Families eligible for Medicaid not be billed

The ICC offers its assistance and support during the development of the Family Cost Share. The ICC further recommends BDS come back to the ICC with proposed implementation plan with timelines for full support."

Seconded by Sharon Kaiser.

Passed with 11 members vote and 2 votes by email from members not able to be present; this represents 68% of appointed members.

One member commented that this should not be pursued at this time given MCO implementation of step 1 on December 1, 2013 and FCESS being transitioned to the MCOs in step 2.

### **Discussion: Impact on practice and Rule Change (transition, multi-disciplinary IFSP meeting).**

Comments were about the cost effectiveness of the 2 providers at the IFSP development meeting and "struggling and working it out" to meet the requirements (consultation and recent reports utilization) Carolyn reminded that coordination is billable each month (\$200.00 +) and for some contracted services say that funding may only go to the Area Agencies. There are still issues with the transition process and it may be that the schools may not understand the rule change and transition process and it may not align with the school schedules.

There is a question as to who transfers data to the school data system from NH LEADS- Is it done by the Area Agency or the FC-ESS Programs?

In regards to the Central Directory, due to funding cuts to the Part C grant resulting from Sequestration, BDS ended the contract with the Family Resource Connection to provide Central Directory. The information listed in the IDEA is now on the DHHS website at: <http://www.dhhs.nh.gov/dcbcs/bds/earlysupport/documents/centraldirectory.pdf>. This appears to meet the Federal Regulation and the State Rules on the FCESS. In the past there have been Professional Stipends and this is not available this year again due to Sequestration related funding cuts.

**FCESS “State of the Program”** – Please review “State of the Program” power point that includes:

- ❑ Monitoring status/Annual Performance Report
  - ❑ Strategic Planning
  - ❑ State Systemic Improvement Plan (SSIP), Indicator 11
  - ❑ Potential impact on FCESS: QRIS, definition of quality, suggestions for change
- Note- Accountability (Slide 19) – Develop Annual Performance Report (APR) showing progress toward targets (need to include a State Systemic improvement plan (SSIP) in 2015

The revised “Know Your Rights” Notice of Infant-toddler and Family rights under Family-Centered Early Supports and Service is available on the DHHS Website:

<http://www.dhhs.nh.gov/dcbcs/bds/families.htm#kyr>

#### **Action Items – Vote on new members**

1. Motion by Ruth Littlefield and seconded by Lenore Sciuto to have Jessica Bowen, a parent be recommended to be a member of the ICC – passed unanimously.
2. Motion by Gloria Fulmer and seconded by Kelley White to have Diane Bolduc, ESS Director as a member of the ICC – passed unanimously.

ICC Minutes of the June meeting and the “Cost Share” Virtual meeting of the ICC were motioned to be accepted by Sharon Kaiser and seconded by Ruth Littlefield and passed unanimously.

#### **Sparks NH Update –**

Carolyn Stiles - QRIS and the Spark Quality Committee have been looking at quality across systems and have developed a shared definition of quality. This definition was sent to the ICC members for their review and input earlier this fall in the form of a survey. The results of the survey will be tallied and a recommendation made to the Spark Council for endorsement.

Ruth Littlefield –SPARK (Statewide Children Advisory Council) has been working on a comprehensive early childhood strategic plan. The role out will be by invitation only due to space limitations. The completed plan will be rolled out on 11/18/2013 and will be available on the Spark NH website at: <http://sparknh.com/news>

The Spark NH Professional Development Committee has developed a mechanism that will give professionals opportunities, resources, training and links to job opportunities. It is called the PORTAL. If you would like to use the PORTAL, you will need to register on the Spark NH website.

**“Race to the Top”** application has been submitted for a grant of \$37.5 Million to serve children Birth to grade 3.

**National ICC Meeting - Sharon Laliberte.** Sharon was inspired by what other parents in other states were doing and brought back wonderful ideas that she shared with the membership today. Her presentation of “What is the Role of the Parent in FCESS in NH” is available on the website. Massachusetts has a Parent Leadership Project funded by the Department of Public Health to Promote parent Leaders. They encourage parents to tell their stories and have parent leaders in sub committees. In Pennsylvania – a parent changed his police position, returned to school and now does outreach in a parent leadership capacity – traveling to DC etc. to help others understand about the needs of children with disabilities. In NY a parent involved in preparation of teachers in higher education does mentorship and training for parent leadership. Suggestion for NH to help parent would be a tab on the DHHS, BDS, FCESS website “How to get involved for parents”. Parent Information Center has a pamphlet, but some families are not ready to read all the materials given to them. They are confused about “What is an Area Agency?” and many families don’t often know “What to ask!” A visual map would be helpful. “Welcome to NH by the NH FamilyVoices (2010) could be revamped for ESS for those families who are visual.

**Preschool Updates – Ruth Littlefield -** Ruth reported that priorities that drive the work of preschool are: Transition; Access to Early Childhood Environments Settings; Child Outcomes’ Parent involvement. The initiatives are organized through mentorship projects, reports (process of transitions); preschool outcome measurement system; Preschool Technical Assistance Network contract. Ruth spoke about Regular Special Education Classroom is described as having greater than 50% of the children with special needs and a Regular Classroom is described as having less than 50% of the children with special needs.

### **Summary of feedback for the meeting:**

#### **What I liked:**

Good people  
(2) Engaging conversation  
Nice facility  
Somewhat informal atmosphere  
Sharing information  
ICC parent’s role possibility for parents in future in NHICC

#### **Best idea:**

Preschool LRE  
ICC parent involvement  
Cost share information for FCESS  
Spark Website  
All of the parent input  
(3) Giving parents resources for getting involved  
Gathering information  
Tab on website (DHHS) for parents

Ask parent for pictures to use in reports and marketing

**Could have been better**

Maybe ask someone from NAMI NH to represent mental health for children in ICC rather than someone from State Department of Behavioral Health

**I would like to know more:**

Parent input

10/11/13 NH ICC "Virtual" Meeting notes

The meeting was held beginning at 1:00 to 1:50 using "Go To Meeting" technology, with participants calling in to a conference line. There were 13 callers. 10 of whom were ICC members.

Erika Downie presented a report on the results of the Family Cost Share Pilot which was conducted during the summer of 2013 by 10 FCESS programs. During the pilot feedback was obtained from 44 families. Copies of the full report, power point, and other documents can be found on the DHHS website: <http://www.dhhs.nh.gov/dcbcs/bds/icc/familycostshare.htm>

The ICC will consider this information when meeting on 11/1/2013 to decide on what they will recommend to the Bureau of Developmental Services regarding whether the idea of a Family Cost Share process should be considered as a way to fund the Family-Centered Early Supports and Services Program.

**NH Interagency Coordination Council**  
**Meeting Notes**  
June 7, 2013  
New Hampshire Hospital, Conference Room A

Members participating: Charna Aversa, Sonja Barker, Sharon Davis, Gloria Fulmer, Nicole Gallant, Linda Graham, Rochelle Hickmott-Mulkern (remote video), Sharon Kaiser, Ruth Littlefield, Myriam Roeder for Eileen Mullen, Lenore Sciuto, Kelley White

Visitors: Terri Ohlson-Martin, Jessica Bowen (remote video), Diane Bolduc

April minutes approved, no changes

**Nominating Committee Report**

We need a new preschool representative; Rochelle is leaving her position as Director of the Northern Human Services FCESS Program and has accepted a new position with a school district. She is interested in assuming this position after she has moved into her new role.

We need two new FCESS providers to maintain a balance of representation with families

We continue to need a Secretary (take notes, participating in planning meetings) as Sharon is now co-chairing the ICC as well as filling this position.

**SPARK NH (ECAC) Update:**

The monthly newsletter was recently released, if members are not receiving it, please go to the webpage: <http://sparknh.org/>

Strategic Planning meeting on Monday: large, diverse group of stakeholders reviewed sections of the draft and discussed points of interest. Input from this meeting will be sent to Spark NH workgroups for consideration for revisions to the plan. Please see the plan on the Spark website.

Communications work group: question about the meaning of "Bedrock", some people immediately thought of the Flintstone family. The intent is the children are the bedrock of the community. The point was made that this needs to be explained.

**Committee Updates/activities:**

- Governance – 1. Strengthen leadership infrastructure, 2. Development of clear benchmarks of outcomes for children/families/program effectiveness, 3. Plan for stakeholder engagement, 4. System coordination and sustainability
- Communications/public awareness – Develop common messages: importance of early childhood, meaning of quality, need for comprehensive system; is "bedrock" a good term?
- Policy – 1. Development of meaningful partnerships, 2. Identify and promote effective early childhood policies and practices
- Workforce and development – 1. Developing guiding principles, 2. Employing National Association for Education of Young Children for policy blueprint, 3. Build investment and commitment to early childhood professional development, 4. Implement the professional development system, 5. Establish common set of core competencies for all early childhood professionals
- Quality – 1. Shared definition of quality, 2. State and local collaboration on development of agreed upon principles to understand and implement quality standards and practices, 3. Cross sector collaboration for timely identification of child and family needs
- Funding – 1. Create an early childhood funding and sustainability initiative, 2. Explore/prioritize/realize/coordinate resources and funding, 3. Secure sufficient private/public funding for early childhood system, 4. Find evidence based practices
- Data – 1. Develop an integrated cross sector longitudinal data system, 2. Address legislative and policy barriers to data access, 3. Develop procedures and training on data collection and use

Two professional development trainings shared at this time: Strengthening Families- free, evidence based, Children's Alliance website, 14 hours and NH Association for Infant Mental Health on the topic of "Trauma in Early Childhood: Assessment, intervention and Supporting Families", 2 days, \$150.00 registration fee, please see the nhaimh.org for a brochure and registration information.

## **Lead Agency Updates**

### FCESS

1. Implementation of new rules: New rules being implemented – approved by JLCAR on 4/19/2013; Early childhood transition trainings continue, after completed the new rules must be implemented right away; new forms have been generated to be used; some procedural confusion noted so far, staffs seem to like reduced amount of time to implement transition and more conversations with families; He-M 510.14 use of insurance, providing notice/consent, new model forms will be provided by BDS, BDS available for tech support. Discussed transition, multi-disciplinary IFSP meetings – this means that two service providers need to be present, but there are alternative ways to meet this requirement including written reports, conference call, in person.
2. Watch Me Grow update: growing; developing an implementation guide; regional networks use Family Resource Centers (FRC) as hub. Dr. Toy Fountain will be working with the WMG Steering Committee to help regional networks to reach out to the medical community and encourage them to either conduct developmental screenings or to refer families to FRCs. FRCs are responsible for providing feedback to medical providers regarding the result of screenings conducted on their patients. FRCs can also generate reports to show which programs are conducting screenings in their region.
3. Local program determinations: sent out to ICC members by email. OSEP (Office of Special Education Programs) requires it to be done annually, info goes on DHHS website; programs can either 1. Meet requirements; 2. Need assistance; 3. Need intervention; 4. Need substantial intervention; all of our programs "meet requirements", state doing well also and received a determination of "meets requirements". Described monitoring process. This information in detail can be found in the State Performance Plan at: <http://www.dhhs.nh.gov/dcbcs/bds/publications.htm>
4. Proposed changes to APR/SPP: moving from compliance to looking at outcomes; out for public comment until 6/14/2013; new indicator state system improvement plan for a specific topic of need. There are many questions about will actually be required, as well as the amount of time and resources that will be required to address the new indicator. Through this new change the Annual Performance Report and the State Performance Plan will be combined.
5. ESS Strategic Planning: Scheduled for November 7, 2013; looking for interested Stakeholders to participate in developing the plan. Areas to be explored include the basic areas states are required to address: Comprehensive System of Professional Development (CSPD), Accountability, Public Awareness/Outreach, Direct Services. These areas are broad and cover pretty much all that we do.
6. Routine Based Interview (RBI): a 2 day has been developed and scheduled for 5/21 and 6/11 to train service providers to use the Routines Based interviews to identify family priorities. Nearly 60 people registered for the training which is being led by Jen Doris and Lianne Petrocelli, both of whom were training in the use of this tool by Robin McWilliam.
7. IDEA Leadership Conference: July 28 – 31, 2013 in Washington, D.C., will be attended by Sharon, Charna, Ruth, and Carolyn from the ICC. The Part C Data manager and several Part B staff members will also attend.

### Preschool Special Education

LRE Training Module: New data collection requirement, working with SSECT to develop a training module to teach school personnel how to enter data, and also how to think about Early Childhood environments. Training to use the new data collection requirement is available online.

### **Impact of Sequestration:**

- ♦ Preschool Special Education Ruth Littlefield  
Reduction of funds available for sped, not effecting set aside, directly affecting districts but not the State DOE. The size of the grant and level of poverty and # of children served all affect

determination of cut; preschool funds \$70,000 decrease across state; districts planning for it, hard to do when you don't know what it will look like. Don't know what the long time effect will be; the cuts affect over-all early childhood, not just a few programs.

- ♦ Head Start Charna Aversa  
Effects start 6/1/213 (start of grant year – varies for different programs); encouraged to reduce HS slots, classrooms being closed, centers also being closed; 5.27% loss, more than expected. Some programs looking at staffing structure rather than close classes, keeping same # of slots; been told to not effect quality; be prepared for additional cuts.
- ♦ FCESS Carolyn Stiles  
Eliminated the 1 support position and funding for central directory and decreased child find/outreach funding and professional development. Anymore cuts will affect direct services.
- ♦ Child Care  
Minimal affect since the number of families qualifying for child care scholarships decreased last year.

### Family Cost Share Update

Michelle Lewis/Terry Ohlson-Martin

- Erika Downie has contacted all regions about participation in pilot study, 1 region has said no. Programs who had already committed to participate were not contacted.
- Packets are ready for the June FCESS Quarterly Meeting to be given to those participating in the pilot.
- The sliding fee scale and application drafts have been updated based on the new poverty scale
- A family reaction survey has been developed, as well as a survey for program directors to collect family and provider input regarding the materials and process.
- A quick fact sheet has also been developed to assist providers in understanding and communicating with families about the process.

### 11:10 Next Steps:

1. October 11, 2013, "Go To Meeting" (virtual meeting) – Time: 1:00 – 3:00  
Purpose of the meeting: to hear the results of the pilot study.
2. Retreat topics:
  - a. Make decision on the recommendation that will be made to BDS regarding Family Cost Share
  - b. Report from IDEA ICC meeting
  - c. Discuss and review data to identify a focus topic for the new Indicator 11: State Systems Improvement Plan (SSIP)
3. New member orientation for Nicole Gallant
4. Request was made to develop an acronyms list for ICC parents to include, but not limited to the following acronyms: FCESS, LRE, APR, SPP, RBI, ICC, JLCR, EI, EC, ACAC, LEA, DOE

11:30 Adjourn ICC meeting

### Next Meetings

<u>Date</u>	<u>Location</u>
<b>October 11, 2013</b>	<b>Virtual Meeting – "Go To Meeting"</b>
<b>November 1, 2013</b>	<b>ICC Retreat (9:00 – 3:00)</b>

# NH Interagency Coordination Council

## Agenda Notes

April 5, 2013  
New Hampshire Hospital, Conference Room A  
37 Clinton Street  
(603) 271-5300

New member orientation for Nicole Gallant has been rescheduled to June because Nicole's daughter Kendall was sick.

The meeting was facilitated by Charna Aversa, ICC Vice Chair.

No amendments or notes to add to February 2013 meeting notes

### Nominating Committee Report

- Ruth Littlefield actively working on recruiting; Heather from Newport interested
- Need new ESS provider; usually a nominated position but Carolyn can put out email to see if anyone interested
- Chair position: Charna and Sharon willing to co chair and ICC approves
- New secretary needed to replace Sharon (Davis) Laliberte

SPARK NH (ECAC) update was provided by Laura Milliken, Director of Spark, NH!

### Review work of sub committees

- SPARK initiated to develop a strategic plan for Early Childhood in NH; hoped it will become the Governor's plan
- Initial meeting of 22 representatives from various aspects of Early Childhood (Public Awareness, Governance, ESS, etc.) took place in 11/2012
- Input has also been sought from survey that went out to agencies and parents' groups regarding their experience in accessing early childhood services; key barrier noted by professionals is that families do not know what services are available; weakest response from health sector; lots of response from public schools/pre-Kindergarten
- In approximately 2 weeks a report of the survey results will be available
- There is a large stakeholder meeting scheduled for 6/13/2013 at the Grappone Center, Concord, NH; it is open invite to the public.
- A statewide needs assessment is also being worked on by Data Committee; will focus on areas of country where most need exists; DHHS has purchased software to integrate data from across systems – DHHS to partner with SPARK

### Lead Agency Updates

- Care Management: no news; a lot of NH hospitals have not signed on at this point and the transition into care management can not progress until this happens.
- Sequestration: Draft of impact of sequestration on the FCESS budget reviewed; Personnel cut by \$44,572.13; Maintenance and implementation cut by \$25,892; Direct service cut by \$38,646; total grant cut by \$109,111. See handout for details.
- Rules update: – being submitted to JLCAR on 4/19/2013; just finessing the language at this point based on public comment that has been received.
- RBI Training – 2 day training for ESS providers, family, support, ICC, and Partners in Health. Free, at Audubon Society in Concord, 5/21/2013 and 6/11/2013. Registration information will be sent soon.
- Early childhood transition: completed 2 of 10 trainings so far (Keene, greater Manchester), Nikki or Carolyn at each training; important to have each Area Agency discuss the changes with staff before they attend training.

- Part C Application: no input was given during public comment; will be submitted by 4/22/2013
- Watch Me Grow update: system that links existing programs; administers child development screenings; started 6 years ago; growing!
- 11:25 Family Cost Share Update: Family Voices hired to do work of coordinating pilot study; Erika Downie to do legwork and give report.

Part C Services that can't be denied:

Part C services that cannot be denied because of inability to pay, denial of use of private insurance, and families cannot be charged for implementing child find requirements, evaluation and assessment, service coordination, review, and evaluation of IFSP's, and implementation of procedural safeguards.

- ICC voted to shorten meetings to 11:30am since last several have ended early anyway.
- Next ICC meeting June 7, 2013 at NH Hospital

Meeting adjourned at 11:30.

**Next Meetings**

<u>Date</u>	<u>Location</u>
June 7, 2013	NH Hospital, Concord
<b>November 1, 2013</b>	<b>ICC Retreat (9:00 – 3:00)</b>

# NH Interagency Coordination Council

## Agenda Notes

February 1, 2013  
New Hampshire Hospital, Conference Room A

### Participants

Members: Charna Aversa, Sonja Barker, Hedi Bright, Sharon Davis and David, Gloria Fulmer, Linda Graham, Rochelle Hickmott-Mulkern, Jane Hybsch, Sharon Kaiser, Michelle Lewis, Ruth Littlefield, Ann Richardson, Lenore Sciuto, Kelley White

Not present: Gale Hall, Eileen Mullen, Ellyn Schreiber, Lynda Thistle Elliott, Ellen Wheatley, Robin Raycraft-Flynn

Guests: Myriam Roeder (representing Eileen Mullen), Nicole Gallant & Kendall, Peggy Small-Porter (remote), Suzanne Iverson (remote), Terry Olsen Martin

Staff: Carolyn Stiles, Nikki Gagnon

### Business

There were no edits or revisions to the November 2012 Retreat notes; adopted as presented. They will be posted to the DHHS website: <http://www.dhhs.nh.gov/dcbcs/bds/icc/meetings.htm>

### Nominating Committee Report

#### 1. Preschool representative:

- Ruth Littlefield reported that Heather from Newport Administrator is interested.
- Ann Richardson – would like a 1 year extension to continue on the ICC as one of the preschool representatives.

#### 2. Parent representative:

- Nicole Gallant is attending ICC meetings for the second time and is interested in being appointed to the ICC as a parent representative.

#### 3. FCESS provider:

- If a new parent is voted in, then we can bring on another local provider

#### 4. Chair:

- The Chair position is vacant.
- Charna Aversa, who is the Vice Chair, is willing to share the Chair position with a co-chair

#### 5. Parent Information Center (PIC) representative:

- Michelle Lewis has been appointed to represent PIC and also to be a parent representative on the ICC

#### 6. Member at large:

- To members have volunteered to fill this position: Gloria Fulmer, and Rochelle Hickmott-Mulkern
- The Council is in agreement with having 2 members at large; Lenore moved the motion and Michelle Lewis seconded, the motion carried.

### SPARK NH (ECAC) update

Reviewed work of sub committees: access survey, PORTAL, strategic planning. Spark NH! is conducting a Strategic Planning process and would like ICC members to join any of the committees and participate in the planning process. Please refer to the Spark NH! website for more information: <http://sparknh.org/>

### EIFA parent membership

The Early Intervention Family Alliance is a national group of family leaders dedicated to improving outcomes for infants and toddlers with disabilities and their families. The EIFA works to assure meaningful family involvement in the development of Part C policies and their implementation at community, state and federal levels. ICC parents are covered under the state membership; families

with children receiving FCESS have free membership and only need to register to receive information from EIFA. The registration form is located on their website at: <http://www.eifamilyalliance.org/>

## **Lead Agency Updates**

1. Care Management  
There hasn't been any progress because hospitals are refusing to sign on as providers. Until this issue has been addressed, there will not be any progress.
2. Sequestration  
Was averted earlier this year, but will show up again in March. We don't know how much money will be cut or from which programs. All Federally funded programs will be affected.
3. Rules update  
He-M510 and 203 are out for public review and comment 2 Hearings are scheduled 1/23 in Concord, and 1/29 in Conway. Public comment ends on 2/25. The BDS rule writing team is currently engaged in integrating comment into the proposed rules prior to submission to Joint Legislative Committee for Administrative Rule-making (JLCAR) for final approval. It is to be expected that changes will be made to the rules during this period. No comment was made by ICC members during this session.
4. Federally funded discretionary programs  
New Technical Centers have been developed and funded under the IDEA one of which is the Early childhood Technical Assistance Center (ECTA Center) which we previously knew as NECTAC. Many of the new centers are designed to interact with each other. More information on these centers, please go to the ECTA Center web page: <http://ectacenter.org/default.asp> For information on grants currently active in NH, please go to: <http://publicddb.tadnet.org/searchresults.asp?C=1&TYPE=Categories&selState=NH&selDisability=0&selAge=1&selCompetition=0> to access the OSEP Discretionary Grants public database.
5. Strategic Planning for Part C  
Plans are being made to conduct strategic planning for the FCESS program in the summer of 2013. The ICC is an essential part of this process, although no details are available at this time. We have approached ECTA Center for assistance, but this has not been confirmed.
6. Early childhood transition  
Work continues on updating current materials and creating training opportunities. Just completed 3 input meetings with preschool special education and FCESS providers. Based on rules and regulations, the group developed forms and a transition process to assist with child transitions. Michelle and Jen Cunha will be attending the March 13 Series of trainings scheduled around the state beginning in the Monadnock region on March 28<sup>th</sup>. Trainings will be based on regulation changes and how the changes will be implemented. It is anticipated that there will be enough flexibility to allow for regional differences. Michelle discussed difference in the use of the word "notification".
7. Part C Application  
Will be posted for public comment from 2/3/2013 to 4/16/2013, with hearings scheduled on 3/18 at Daniel Webster College in Nashua, and 3/22 at the South Function Room, Main Building in Concord. A number of revised policies are posted with the application on the web page. The application and policies were sent electronically to ICC members prior to today's meeting. Would anyone care to make a comment on any part of the application? No comment made.
8. Annual Performance Report (APR)  
The APR is being completed, and will be submitted on 2/15 to the Office of Special Education Programs (OSEP). The report was sent for review and comment to the ICC prior to today's meeting. The data used in the report are as discussed at the 2012 November Retreat. Are there any comments? In the absence of comment, the ICC Vice Chair has been asked to sign the ICC Certification that you agree with this report and would like to use it as the ICC Annual Report. No comments were made. Charna signed the ICC Certification.  
Question: What are we going to do about child outcomes since the data does not show that targets have been achieved? Because a substantial amount of training was provided via the

Child Outcomes training module, it appears that the lower scores may be due to the work being done more accurately in which case these new scores may be more accurate. There are no plans for change at this time.

9. Watch Me Grow (WGM) update

The WGM developmental screening and information system Steering Committee has been engaging in a strategic planning process to clarify how the system works. Because of this process, the Steering Committee has undergone a few changes in leadership and is now co-chaired by Betsy Humphrey's of UNH and Carolyn Stiles, FCESS. A Stakeholder Meeting has been scheduled for 3/15/2013. There is also a project to identify how WGM sites coordinate with local schools. The goal of this study will be to improve coordination between WGM and schools. Michelle Lewis of PIC is assisting with this study.

10. Preschool settings and programs

This is the first year that OSEP (Office of Special Education Programs) has required special education to report preschool settings in the State Part B State Performance Plan. Setting data is computed based on the total amount of time the child is with other children. This is a significant change and required changes to the data system. It is important to distinguish between preschool programs that have fewer than 50% children with special needs, and settings where more than 50% with disabilities receive services. This year we reported first year data is based on 2011 which is incomplete, but next year's data will be more accurate and complete. Michelle is working with Ruth to develop an on-line training module to train preschool special education coordinators to understand the changes and to enter the data into the data system.

Question: How does preschool special education interact with Head Start? They are distinctly different programs. HS programs are required to have Memorandum of Agreements with school districts. Early HS programs are required to have a Memorandum of Understanding with local FCESS programs. A state level Memorandum of Understanding is currently being developed with BDS/FCESS.

Question: When will transition changes be fully implemented? After rules are accepted and regional agreements are signed.

Question: Anonymous report to schools about who is receiving information regarding foster placements. Anonymous report will not include this information.

### **Family Cost Share Workgroup**

Co-Chairs Michelle Lewis and Terry Ohlson-Martin reviewed summary that was presented at the 2013 November ICC retreat. This summary and other related information is currently available on the website: <http://www.dhhs.nh.gov/dcbcs/bds/icc/familycostshare.htm> The Family Cost Share Workgroup decided that it is necessary to hire someone to move this work forward, so a decision was made to develop a request for applications to coordinate a pilot to further explore this idea.

Update regarding funding the pilot: BDS will provide \$1,200 and CSNI (Community Service Network, Inc.) will match this amount to provide \$1,200. This is different than discussed at the 2/1/2013 meeting because it was unclear that CSNI would be willing to match the BDS funds until after the meeting. This funding will provide a stipend of \$2,400 for the pilot coordinator.

The remaining time was spent on refining what will be expected of the coordinator and other related details. Suggested edits were incorporated in the document and will be posted at the above link. The request for applications will be made available to the public the week of 2/19.

### **New ICC Member**

Nicole Gallant was voted in as parent representative: Sonja Barker made the motion that Nicole be appointed to the ICC as a family member; Sharon Kaiser seconded; all voted in favor of requesting a

Governor's appointment for Nicole to serve on the ICC. Carolyn will request that Nicole be appointed to the ICC. She will meet with Charna Aversa at 9:00 at the 4/5/2013 meeting for orientation.

**Agenda items for March:**

- Discussion of the Part C services that cannot be denied.
- Family Cost Share update
- Update on rules

Meeting was adjourned at 12:30.

**Next Meetings**

<u>Date</u>	<u>Location</u>
April 5, 2013	NH Hospital, Concord
June 7, 2013	NH Hospital, Concord
<b>November 1, 2013</b>	<b>ICC Retreat (9:00 – 3:00)</b>

**Meeting Feedback (4)**

What I liked:

- The babies
- All the parents
- Offer of video conference (in September)
- Good sharing of information
- Nice attendance
- Good meeting!
- All of the updated information with new ideas
- Networking

Best idea:

- Referral at 27 months
- EIFA
- Cost Share project
- Rules and application updates
- Some of the discussion brought up other questions to bring back to area agencies and FCESS teams

Could have been better:

- A little confused by so much time being given to Family Cost Share details.

Would like to know more about:

- Just being updated on new developments especially in care management.