



State Interagency Coordinating Council for Tennessee's Early Intervention System

January 21, 2015
9:00 am – 3:00 pm (CT)

Meeting Minutes

ICC Members in Attendance:

Ned Solomon -Tennessee Council on Developmental Disabilities
Karen Pryor-Health Sphere Wellness Center
Amy Jenkins-Siskin Children's Institute Home and Community Based Early Intervention Program
Jessica Beaver-Therapy and Learning Center
Vicki Trice-TN Department of Commerce and Insurance
Louise Barnes-Tennessee Department of Mental Health and Substance Abuse
Catherine Knowles-Metro Nashville Public Schools
Rachel Saine-Developmental Services of Dickson County
Janet Coscarelli-Head Start Collaboration Office
Bradley Turner-Parent
Pablo Juarez-Vanderbilt Kennedy Center/TRIAD
Kim Wingate-University of Tennessee Chattanooga

ICC Guests in Attendance:

Linda Hartbarger-Tennessee's Early Intervention System
Catherine Goodwin- Tennessee's Early Intervention System
Jill Rigsby- Tennessee's Early Intervention System
Margaret Headrick- Tennessee's Early Intervention System
Jill Rogers-Lebonheur Early Intervention and Development-LEAD
Lynette Porter-Council on Developmental Disabilities
Anita Teague-Community Development Center
Elizabeth Hailey- Tennessee's Early Intervention System
Karen Willis- Tennessee's Early Intervention System
Emily Harding- Tennessee's Early Intervention System
Jeanna McCloud- Tennessee's Early Intervention System
Nathan Travis-Department of Education
Lorraine Ford-Shelby Residential and Vocational Services
Susan Rollyson-Tennessee Chapter of the American Academy of Pediatrics
Shannon Pargin- Tennessee's Early Intervention System
Rene Bard- Tennessee's Early Intervention System
Joan Kennedy- Tennessee's Early Intervention System
Claudia Weber Tennessee's Early Intervention System
Barbara Thomas- Tennessee's Early Intervention System
Anne Johns- Tennessee's Early Intervention System
Teresa Winnette-Child Development Center of the Community Development Centers
Carolyn Boyd-Signal Centers
Heather Higgins-First Steps
Michelle Wyatt-Susan Gray School
Ruthe Threet- Tennessee's Early Intervention System
Jennifer Morel- Tennessee's Early Intervention System

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Kendra Wurm- Tennessee's Early Intervention System
Shmeka Gray-Porter Leath
Charmaine Segó-Project Memphis
Katy McCullough-Early Childhood Technical Assistance Center
Serena White- Tennessee's Early Intervention System
Jenny Patterson- Tennessee's Early Intervention System
Mitzi Myers- Tennessee's Early Intervention System
Mike Hinricher- Tennessee's Early Intervention System
Diane Kuhlman- Tennessee's Early Intervention System
Kerry Kaufman-Le Bonheur Early Intervention and Development-LEAD
Lise Earwood- Tennessee's Early Intervention System
Kim Ketron- Tennessee's Early Intervention System
Vickie Olds- Tennessee's Early Intervention System
John Hall- Tennessee's Early Intervention System
Gina Wilson-WAVES
Tracy Beard-TN Disability Pathfinder
Michelle Valadie-Signal Centers
Amanda Fuller-MTSU
Amanda Dunlap-MTSU
Michelle Valadie-Signal Centers
Vickie Barnes-UT Pediatric Language Clinic
Anna Ramsbottom-Emory Valley Center
Bruce Bull- Tennessee's Early Intervention System Contractor
Alacia Stainbrook-Vanderbilt Kennedy Center/TRIAD
Gail Crawford-TN Department of Children Services
Katie Gentry- Tennessee's Early Intervention System
Serena Blanton-Tennessee's Early Intervention System

SICC Co-Chair Kimberly Wingate opened the meeting with introductions of SICC members, guests and Lead Agency staff. Minutes from the October SICC meeting were approved by Janet Coscarelli and seconded by Karen Pryor. Motion was made by Co-Chair Kimberly Wingate and seconded by Amy Jenkins to suspend regular meeting format due to Annual Performance Report review and continued work on State Systemic Improvement Plan (SSIP).

Meeting

Part C Coordinator Catherine Goodwin opened the meeting explaining the purpose of the day:

1. Present FFY 2013-14 State Performance Plan (SPP)/ Annual Performance Report (APR)
2. Present SPP/APR proposed targets for FFY 2013-18 on Indicators 3 (Early Childhood Outcomes) and 4 (family survey)
3. Present State Systemic Improvement Plan (SSIP) coherent improvement strategies
4. Present SSIP draft Theory of Action
5. Gather feedback on APR targets and SSIP work

FFY 2013-14 Annual Performance Report (APR)

Catherine reviewed with SICC membership and visitors that this APR begins a new six-year reporting cycle, FFY 2013-14 through FFY 2018-19. Report will be submitted on Feb. 2. The report will be posted on the State's website after the federal Office of Special Education's (OSEP) period of clarification. Notification will be sent to membership and other stakeholders when report has been posted. An APR summary document was provided to all present as report information was reviewed. Catherine highlighted information contained within the APR Introduction: General Supervision System, Professional Development, Technical Assistance, Stakeholder Input, and Public Reporting. The measurement and compliance status of all federal compliance indicators was reviewed:

- Indicator 1: Timely Individualize Family Service Plan (IFSP) service delivery
- Indicator 7: Timely eligibility determination and initial IFSP development

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- Indicator 8: Transition
 - 8A: Transition plan with steps and services
 - 8B: Local Education Agency (LEA) notification
 - 8C: Timely LEA transition planning conferences
- Indicator 9: Dispute resolution, Resolution Sessions
- Indicator 10: Dispute resolution, Mediation

Detailed Information was shared specific to Indicator 8B and the analysis of both process and data conducted as a part of a General Supervision System review. It was found that the central office process for notifying the State Education Agency (SEA) and Local Education Agency (LEA) of potentially eligible toddlers for Part B preschool services was deficient. Some late entry toddlers (ages 2 years 6 months and older) were missed based on the way data were pulled from Tennessee Early Intervention Data System (TEIDS). Corrective actions were underway at the central office to revise the method in which data are pulled from TEIDS. To facilitate this correction plan, the Lead Agency contacted and utilized technical assistance from Early Childhood Technical Assistance (ECTA) Center and IDEA Data Center (IDC). Technical Assistance was also provided by the federal Office of Special Education Programs (OSEP) Part C State Contact. The central office will begin monthly notifications replacing the formerly quarterly notifications. It is expected this corrective measure will assure all toddlers potentially eligible for Part B preschool services have notification at least 90 days prior to their third birthday.

Program Monitor, Shannon Pargin shared measurement, FFY 2013-14 year status, and proposed six-year targets for APR result indicators:

- Indicator 2: Natural environments settings
- Indicator 3: Early Childhood Outcomes (ECO)
- Indicator 4: Family survey
- Indicator 5: Child find: birth to one year
- Indicator 6: Child find: birth through two years

Detailed information was revisited specific to Indicators 3 and 4 to finalize target setting which was postponed from the July meeting until additional data and information were available. After discussion on proposed targets, written feedback was collected from both SICC membership and visitors.

State Systemic Improvement Plan (SSIP)

State Contractor Bruce Bull reviewed SSIP Phase I components. All previous analyses have been updated with FFY 2013-14 Early Childhood Outcomes (ECO) data. Currently the following data analyses are underway, results of which will be shared at the March SICC meeting:

- Social economic status (SES) compared with settings data (results indicator 2)
- Service Coordination Survey to gather feedback for improvement areas

Catherine reviewed that Tennessee's SSIP State Identified Measurable Result (SIMR) is ECO Indicator C3B: *knowledge and skills, Summary Statement 2: children exiting TEIS at the same developmental age peers or preschool ready*. Seven improvement strategy areas were identified through stakeholder work related to SSIP infrastructure analysis, regional forums, and SICC meetings. These seven areas were reviewed by ECIP leadership for the selection of four improvement strategies for the State's SIMR. The four improvement strategies selected:

- ECO data
- Child find
- Service delivery model
- IFSP team function

These four improvement strategies will become the foundation Tennessee's SSIP Theory Action. Katy McCullough with Early Childhood Technical Assistance (ETCA) Center introduced the theory of action – what it is and its purpose relative the SSIP. A draft theory of action was provided based on the four improvement strategies. This graphic illustration will connect improvement strategies to the SIMR providing the base for development of actual improvement activities, SSIP Phase II work. Feedback was

solicited from SICC membership and visitors related to the draft theory of action presented. There was much discussion around the four improvement strategies selected. Particular concern was expressed that theory of action language did not clearly communicate the incorporation of family involvement. Family involvement was one of the seven improvement areas identified but was not selected as a separate improvement strategy. Written and verbal feedback were collected for ongoing SSIP work and consideration.

Katy reviewed SSIP Phase II components which will be the focus in 2015. The next SICC meeting will review SSIP Phase I report to be submitted April 1 and Phase II work.

Adjournment

The meeting was adjourned at 12 p.m.

Next ICC Meeting

Wednesday, March 17, 2015. This will be another full day meeting, location to be determined.