



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIRECTOR'S OFFICE  
IDEA Part C Office  
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**MINUTES**

**Name of Organization:** Nevada Early Intervention Interagency Coordinating Council (ICC)

**Date of Meeting:** July 14, 2016

**Meeting was held at the following Locations:**

Nevada Early Intervention Services – Northwest  
2667 Enterprise Road  
Reno, Nevada

Nevada Early Intervention Services (NEIS) – Northeast  
1020 Ruby Vista Drive, Suite 102  
Elko, Nevada

Desert Regional Center  
1391 S. Jones Blvd.  
Las Vegas, Nevada

**I. Call to Order, Roll Call and Introductions**

Co-Chair Lisa Cridland called the meeting to order at 9:50 a.m. A quorum of the members was present; the meeting proceeded as scheduled.

**Members Present:** Nicole Atwell, Dr. Ann Bingham, Yasodara Cabrera, Lisa Cridland, Janina Easley, Aimee Hadleigh, Sherry Bingham, Jana Khoury, Robin Kincaid, Joyce Larsen, Sherry Manning, Christine Riggi, Michael Walker, Megan Wickland, Claribel Zecena

**Members Absent:** Kimberly Everett, Senator Ben Kieckhefer, Alisa Koot, Sandra LaPalm, Lorraine O'Leary, Reesha Powell, Karen Shaw, Shannon Sprout, Sherry Waugh, Jack Zenteno

**Public Attendees:** JoAnn Blake, The Continuum; Yvonne Moore, Positively Kids; Sarah Horsman, The Continuum; Candice McDaniel, Nevada Early Intervention Services (NEIS)-Carson City(CC); Lisa O'Malley, ISS-Baby Steps; Julie Ortiz, Advanced Pediatric Therapies (APT); Patti Oya, Nevada Department of Education, Office of Early Learning and Development; Fatima Taylor, NEIS-South(SO); Tricia Woodliff, Division of Child and Family Service (DCFS); Perry Smith, Early Hearing Detection Program, Division of Public and Behavioral Health (DPBH); Randi Humes, NEIS

– South; Robert Burns, Therapy Management Group (TMG); Martha Schott-Bernius, NEIS – Northeast (NE); Jennifer Buchter, University of Nevada Las Vegas (UNLV)

Part C Staff Present: Brenda Bledsoe, Dan Dinnell, Shari Fyfe, Iandia Morgan

## **II. Public Comment**

No public comment was given.

## **III. Approval of the Minutes from the April 21, 2016 Meeting**

Ms. Cridland asked for any comments or corrections to the minutes. The following corrections were noted:

- Second paragraph of page 3, the doctor's last name is spelled incorrectly. It should be Dr. Nicole Welsh not Welch.
- At the bottom of page 3 under item V, the sentence begins "However, the largest are" are should be area and in the following sentence the "ae" should be the work are.
- Also on page 3 just above item V, it should read interrater reliability not rater reliability.

**MOTION:** Accept the minutes as presented with the corrections as noted.

**BY:** Michael Walker

**SECOND:** Claribel Zecena

**VOTE:** PASSED

## **IV. Early Intervention Partners Program Overview-Child Care and Development Funds**

Patty Oya from the Office of Early Learning and Development within the Nevada Department of Education (NDE) introduced herself and stated she had been asked to provide more details about the early intervention partners program that was discussed at a previous meeting and to see where the interest is for the community partners to possibly provide these services as well. She explained currently the contract is with the Nevada Early Intervention Services (NEIS) programs. The funding comes from the Department of Welfare and Supportive Services (DWSS) child care and development funds through the NDE where it is sub granted out. These funds are intended to improve quality of child care by training providers on inclusive practices. This is why the partnership has worked so well. The secondary goal as part of this program is children in the early intervention program to receive some of their services in a child care program which is a natural environment/natural settings. This is an advantage especially if a child does not have other peers to interact with. Ms. Oya stressed this is not a respite program or a way for families to obtain child care services. For community partners to participate in this program, they would need to recruit new child care programs and build those partnerships, develop a granting process and a payment system. There is maximum of six hours a week per child in a child care setting. Services provided at this location should be documented on the IFSP. Programs will also need to provide trainings on inclusion, practices, specific disabilities, and supporting families. The trainings will need to be approved by the Nevada Registry so child care providers can obtain their required hours needed for licensing. Any training needs to be submitted to the Registry at least two weeks prior to the training to be approved. This is also a way to ensure the trainers are qualified. Child care provider on-site technical assistance will need to be provided to address each child's specific needs. Any assistance that can be given in regards to developmental screenings which is a licensure requirement would be helpful. In addition to this funding, there is a small grant available for the provision of assistive technology for a child when needed.

Ms. Oya stated she is hoping to expand this program into the Washoe, Carson and Clark counties. She noted the rural area is not using the same program. The rural program works with Great Basin College where they have expanded the toddler classrooms.

Ms. Oya explained the program is to be considered a statewide program and is not designed for early intervention providers to be competing with each other for child care centers. Only one early intervention site is allowed to work with a child care center. The funding for the program is \$50 per child per week in the north and \$125 in the south. The grant limit is up to \$500 per site. Training, screening supplies and travel expenses are the only allowable indirect costs in this grant. In addition to these requirements, the child care center must be participating in the Silver State Stars Quality Rating and Improvement program which the early intervention program is responsible for ensuring participation. Ms. Oya noted NDE does not determine eligibility for this program that is left to the early intervention programs. However, NDE does try to standardize what is needed. Once a child begins there should be a visit by the program to the child care site and a meeting with the parents to discuss whether the site is working for their family or not. Ms. Oya referred to the handout in regards to the data collected each fiscal year. She stated there is a satisfaction survey required of all our participants to do at the end of the year.

Ms. Oya asked if any community partners were interested in participating they could contact her directly at (702)486-6492 or at [poya@doe.nv.gov](mailto:poya@doe.nv.gov). There were a few community partner representatives present who expressed their interest in participating but had concerns regarding the contracting with child care centers and payment processes. Ms. Bledsoe suggested having a meeting with the NEIS programs and community partner programs that are interested to look at possibilities and to clarify where the challenges are that would need to be overcome. Ms. Oya agreed and offered to contact everyone regarding a date that would work. Ms. Bledsoe stated the IDEA Part C Office would be happy to help support this.

**V. Featured Program Overview – The Technical Assistance Center on Social Emotional Interventions (TACSEI) Pyramid Model Partnership**

This item was tabled until the next regular meeting.

**VI. Status on the State Systemic Improvement Plan (SSIP) – Phase 3**

Ms. Bledsoe stated there has been one call and several emails back and forth with our technical assistance (TA) center to define what support they would be providing. They will be providing support in identifying evidence based practices around training and modules that are already developed and how other states are using those. This is all part of the development of the child outcomes module. Ms. Bledsoe explained for several years there has been a written document called Effective Practice Guidelines. As we look at what is evidence based practices and developing a module that is going to be readily available to service providers, we need to investigate what is already out there, how to document that training and how to follow up that training with technical assistance. The TA center will also be providing a person to facilitate the work of the data management group that is associated with the SSIP. Ms. Bledsoe indicated she needs to contact members of this group and schedule the meetings. She added she is trying to work through the process of contracting for the evaluation of the SSIP. Due to funding limits, items are being isolated to those items that can be evaluated on an annual basis. When and if a contract is put into place there will still be internal work to be done in regards to how the process is being implemented over the next year to five years. Lastly, from the SSIP perspective the family survey is one of the items Ms. Bledsoe hopes to include with the contract for the evaluation. The contractor will also need to convene a panel to review the survey and do any needed updates.

Ms. Bledsoe remarked she has met with Janice Lee regarding the expansion of TACSEI grant to be more inclusive of early intervention. There is a ballpark figure for what it might cost but the contract has not yet been finalized. The first item to be done for this contract is to put together the State Implementation Team. Ms. Lee should be able to provide an update at the next ICC meeting.

## **VII. Early Intervention Services Report**

### **a. Data on How Many Service Coordinators Have Received ABA Training**

Megan Wickland stated as requested at the last meeting a report has been provided containing the information on the number of staff trained in Applied Behavioral Analysis (ABA). This information was provided by each program for their staff. Several staff across programs bring a lot of experience and expertise in working with families and children. Ms. Wickland did note that all of the programs do provide evidence-based practices for children and she provided two websites locations on the top of the report that reflect that.

Robin Kincaid voiced her concerns regarding the levels of training in ABA staff have received because the report presented does not specifically address this and believes it to be a little misleading. Those staff who have BCBA or RBT listed shows the level of training they have but for the rest she feels less confident. Ms. Wickland stated she is not sure what other information could be provided because the report was a compilation of the information provided directly from the providers. A few providers who were present provided some clarification on the changes and status of licensing in this area. Ms. Kincaid stated families are reporting they ask for ABA services and are being told they have to go on to a waiting list. She also noted there is an U.S. Department of Education guidance, dated September 5, 2013, specifically addressing Part C's obligation to provide ABA services and it is her concern children are not receiving these services. A discussion was held regarding ABA being a methodology and not a service model. Ms. Bledsoe said the issue of terminology and definition is something from the state level and probably needs to be looked at a little further.

### **b. Update on the Matching of TRAC Data on IBS Services listed on IFSPs with that of the ADSD Autism Tracking Spreadsheet**

Randi Humes introduced herself as a management analyst with NEIS and reported she had provided three different reports which she would go over. The first report is a series of pie charts and bar graphs based on data extracted from the NAP427A report. This report includes an unduplicated count of children who received services during the state fiscal year 2016 and have a diagnosis of Autism. The second report is a statewide autism summary report. The data is collected monthly from each individual program. Ms. Humes noted the data on this particular report does not go through the entire fiscal year. The reporting period is from July 2015 through May 2016. This report represents the MCHATs completed by the programs as well as the data for children who are going through the autism clinic and those who have been referred to ATAP. The third and last report is on statewide services provided in state fiscal year 2016 for children with an autism diagnosis. The reporting period for this report is July 1, 2015 through June 22, 2016. Ms. Humes noted these are unduplicated services being reported. If a child is receiving intensive behavioral services (IBS) both from a behavioral specialist, developmental specialist and/or behavioral assessment team member and an instructional aid or behavioral aide that is not captured in this report. The same scenario goes for special instruction. She indicated all services were looked at across the board for the children who have a confirmed diagnosis.

Ms. Kincaid asked if the data could be disaggregated to find out how many children are getting IBS services from aides. Ms. Humes replied it is difficult to get that data. The ways to tell the difference between instructional aides (IA) and primary behavioral specialist (BS) is typically the frequency of services. She stated she had not pulled that data but it is something that can be explored.

**c. Early Intervention Program Certification Update**

Candice McDaniel reported the Quality Assurance (QA) team has only completed one other community program and are working on the second. Ms. McDaniel was asked if results were available and she replied the report is currently being written, so it is not. When asked when would the results or report be available for review, she indicated it was still early in the process and it could be discussed when all programs were completed. She stated she did not have an end date at this time of when that would be but would like this to remain as a standing item on the agenda.

**d. Early Intervention Program Highlights/Updates – Informational Only**

Ms. McDaniel indicated the program highlights collected by the IDEA Part C Office were included in the meeting packet.

**VIII. Update on the Nevada Parent Advocacy Initiative**

Aimee Hadleigh stated the Signing Playgroup at RAVE is on summer break. However, prior to the break the American Sign Language (ASL) instructor donated an entire educational set of Signing Time. There was also a monetary donation to RAVE from a man wanting to reimburse the cost of snacks for the children and grownups participating in the playgroup. Ms. Hadleigh said she is still working on organizing a family outreach event next year. The group she is working with is meeting once a month to figure out what the event will look like and what families need. She then shared her most recent project is looking at possibly starting a “Sibshop” for children under the age of eight; most of these are for children between the ages of eight to twelve. She is hoping RAVE will allow them to use their center to hold these.

**IX. ICC Committees – Reports on Activities**

**a. Family Support Resource Subcommittee**

Christine Riggi reported a meeting was not held due to lack of quorum.

**b. Child Find Subcommittee**

Shari Fyfe reported this subcommittee is scheduled to meet on Thursday, July 21, 2016.

**c. Initial Training and On-Going Professional Development for Early Intervention Providers Subcommittee**

Ms. Bledsoe stated Ms. King would be taking lead as IDEA Part C Office staff to this subcommittee. She explained this subcommittee was re-established during the last ICC strategic planning meeting. It has gone through several evolutions from its inception but as it moves forward the group’s primary focus will be on reviewing the state’s policies and certification requirements for developmental specialists. They will also look at the possibility of an alternative certification process. The membership will need to be restructured which needs to be done immediately.

**X. Part C Information Reports**

**a. Complaint Matrix Review**

Ms. Bledsoe reported programs have done very well in terms of resolving issues with families so there have not been many formal complaints filed. The final verification for the SFY 2015 complaint has been done but has yet to be entered into the system so it has not been closed. Lastly, the letter to NDALC to close that complaint has been drafted but still has to go through processes before it can be mailed out.

**b. ICC Budget Update**

Ms. Bledsoe presented the state fiscal year (SFY) 2016 year-end ICC budget report. She explained the budget was over expended and when this happens the extra funding comes from general Part C operational funds. It was noted the budget for SFY 2017 was available as of July 1, 2016 and was budgeted the same as last year. The new budget year report will be created and made available to members.

**c. Review OSEP State Determinations**

Ms. Bledsoe stated she is pleased to announce Nevada, for the first time, has received from OSEP the determination of Meets Requirements for Part C. It is a credit to all of early intervention because it has been hard work at every level to make this happen. She explained the main reason it was not attained prior to this was due to the inability to demonstrate correction of long term non-compliance relative to timely initiation of services. She noted OSEP did notify her of a calculation error on their part but it did not affect the determination. All of the documents related to this item are posted on the IDEA Part C Office website. Ms. Kincaid offered Nevada PEP's congratulations for a job well done.

**d. Monitoring**

**• Program Report Cards**

Ms. Bledsoe stated program report cards have been issued and are posted on the website. These were not included in the packet this time. Ms. Morgan reminded members these reports reflect data from the previous year and added a few minor changes were made to the actual report. The program's actual determination is now shown on the report card and a check mark has been added to indicate whether the program met the indicator targets.

**• Program TRAC Data and Performance Reports**

Ms. Bledsoe described the approach taken to the monitoring of programs this year and next. She explained the programs were split based on program enrollment so there would be representation from all regions because this data is used for reporting in the annual performance report (APR) must be representative of children in the state. The monitoring reports went out on June 30, 2016 and the IDEA Part C Office liaisons are continuing to work and meet with the programs around areas of need and doing technical assistance plans for correction.

The programs listed on the top of the report are those programs being monitored this year and where onsite record reviews were done. Programs listed at the bottom of the report are those scheduled for next year. Ms. Bledsoe then proceeded to go over the report by indicator explaining where the data was collected from and what would be reported on the APR. She remarked the level of noncompliance is very small and in most cases it is for minor things. At the conclusion, she noted the process of analyzing the data for the other areas of child outcomes, Individual Family Service Plans (IFSP) and evaluations was still ongoing. Ms. Bledsoe added looking at the results provided by this monitoring will tie in very well with our SSIP and overall the system is doing well.

- **Statewide Personnel**

Ms. Bledsoe stated a preliminary report of the status of the early intervention work force in Nevada was provided. She explained that during this monitoring cycle programs were asked to provide information on their staff positions. There is some clean up to be done but the information provided is foundational. This report is on the information around developmental specialists (DS) staff but we do have all other program staff which will be reported on once those reports are completed. At the time this preliminary report was done, there were 183 DS positions reported statewide. Until further analysis is done, it will not be known what percentage of these positions have their endorsement and how many do not. Once the reports are completed, this data will go to the subcommittee looking at the certification process.

- **Child Outcome Data**

Ms. Bledsoe reported this data was not ready in time to present at this meeting. This item was tabled for a future meeting.

- e. **Review OSEP State Determination and Grant Award**

Ms. Bledsoe stated this agenda item is similar to item c which was previously discussed. The difference is this item includes the grant award. She explained the grant award was received and is based on the federal application that was submitted last February.

- f. **Training and Technical Assistance**

- **Early Childhood System of Learning (ECSOL) Update**

Jennifer Buchter reported this group recently went to Connecticut to attend a conference at The Early Childhood Personnel Center (ECPC). She explained Nevada is receiving intensive technical assistance from the ECPC and will receive extra federal support to work on developing a comprehensive system of personnel development (CSPD) which the group will start developing in September. Ms. Buchter stated this group consists of representatives from most of the state's early childhood education and early childhood service providers. They will be looking at integrating professional development across all disciplines and aligning the state practice standards for developmental specialists with those of the Division of Early Childhood (DEC) and AC recommended practices. Dr. Mary Beth Bruder from the ECPC has taken the lead in putting together a tool that will crosswalk these standards and recommended practices.

- **Update Assessment Tool Training**

Ms. Bledsoe reported the IDEA Part C Office has been working with Brookes Publishing to schedule the training for the SEAM assessment tool. But due to the trainer having to cancel the training, it is being rescheduled for some time in the fall. In the meantime, the office was working with the Children's Cabinet on holding a joint ASQ-SE2 training with their staff doing the training. However, their trainers did not feel they were adequately trained so it was decided to go back to Brookes Publishing for a combined SEAM and ASQ-SE2 training and invite the staff of The Children's Cabinet to attend.

- g. **Review and Discuss Data Reports**

- **Wait List for June**

Ms. Bledsoe stated at the last meeting it was requested that additional information about the wait list be provided. She reported she reviewed every child's record shown on the wait list and determined that most of the time the child is on the list due to data issues. This is due to the window of time the programs have to enter data into TRAC prior to it being pulled on the first of the month. Ms. Bledsoe provided an update for each of the programs. She concluded by saying a lot of the issues with the wait list is not that all children are waiting for services but it is with

documentation and the updating the data in TRAC. This is where the IDEA Part C Office will focus and try to clean that up.

- **State Fiscal Year (SFY) 2016 3<sup>rd</sup> Quarter Data**

Ms. Bledsoe stated Susie DeVere, the Part C data manager, was not available to attend this meeting but had provided the third quarter data report for review. The fourth quarter data would be presented at the ICC meeting in October.

**XI. Consider Agenda Items for the Next Meeting**

- DaSy Conference Update
- Presentation by Janice Lee that was tabled
- Child Care Subsidy Grant Meeting Update
- Review OHIO OSEP letter on ABA

**MOTION:** Accept the items listed by Ms. Cridland for consideration on the agenda for the next meeting.

**BY:** Sherry Bingham

**SECOND:** Sherry Manning

**VOTE:** PASSED

**XII. Schedule Future Meetings**

- October 13, 2016
- January 12, 2017

April is traditionally when the annual face-to-face meeting is held and it will held in Reno in 2017. The date of April 27, 2017 was suggested and agreed upon.

**MOTION:** Accept the dates as listed by Ms. Cridland for our next three ICC meetings.

**BY:** Dr. Ann Bingham

**SECOND:** Sherry Manning

**VOTE:** PASSED

**XIII. Public Comment**

Nicole Atwell announced she would be resigning from the ICC and leaving Therapy Management Group (TMG) to return to school to attain her doctorate.

Robin Kincaid mentioned Nevada PEP is hosting a statewide early intervention webinar on transition and advocacy. It will be held on Thursday, July 21 at noon and she encouraged providers to make their families aware of this opportunity.

**XIV. Adjournment**

At 12:52 pm the meeting was adjourned.