



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIRECTOR'S OFFICE  
IDEA Part C Office  
4126 Technology Way, Suite 100  
Carson City, Nevada 89706  
Telephone (775) 687-0587 • Fax (775) 684-0599

**MINUTES**

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

Date of Meeting: March 26, 2015 and March 27, 2015

Place of Meeting: Nevada Early Intervention Services, Northwestern Region  
2667 Enterprise Road, Conference Room  
Reno, Nevada

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

Co-Chair Dr. Ann Bingham called the meeting to order at 9:35 am. A quorum of the members was present; the meeting proceeded as scheduled.

**Members Present:** Nicole Atwell, Dr. Ann Bingham, Michelle Canning, Lisa Cridland, Janina Easley, Maynard Florence, Aimee Hadleigh, Sherry Halley, Robin Kincaid, Alisa Koot, Joyce Larsen, Dr. Catherine Lyons, Sherry Manning, Lorraine O'Leary, Jhonette Oman, Christine Riggi, Shannon Sprout, , Sherry Waugh

**Members Absent:** Kimberly Everett, Michele Ferrall, Jana Khoury, Reesha Powell, Karen Stephens, Caroline Taylor, Assemblywoman Melissa Woodbury, Jack Zenteno

**Public Attendees:** Julie Kotechvar, ADSD; Anne Lucas, ECTA/DaSy Centers; JoAnn Blake, The Continuum; Junene Bratzler, Family TIES NV; Julie Coman, Easter Seals North (ESN); Christina Hansen, Family TIES NV; Sarah Horsman, The Continuum; Thomas Kapp, Aging and Disability Services Division (ADSD); Brooke Lombard, Advanced Pediatric Therapies (APT); Janelle Mulvenon, NEIS-Northwest(NW); Julie Ortiz, APT

**Part C Staff Present:** Brenda Bledsoe, Dan Dinnell, Edie King, Ellen Marquez, landia Morgan

**II. Public Comment**

Janina Easley and Christine Riggi reported the Down Syndrome Network of Northern Nevada now has a family support group in Elko and they have had their first monthly teleconferenced meeting.

**III. Approval of the Minutes from the January 22 and March 18, 2015 Meetings**

Dr. Bingham noted the minutes of the March 18 meeting were not available since the meeting was just a week ago. She asked for any comments or corrections to the January 22 minutes. No comments or corrections were noted.

**MOTION:** Move to approve the minutes of January 22 as presented.

**BY:** Christine Riggi

**SECOND:** Johnette Oman

**VOTE:** PASSED

**IV. Report on Nevada Disabilities Conference to be Held in Sparks from July 20 to July 21, 2015**

Christina Hansen and Junene Bratzler from Family TIES of Nevada introduced themselves and provided the ICC with an overview of their individual backgrounds. They stated their organization is a statewide nonprofit organization that provides emotional support as well as resources to families who have children with special health care needs or disabilities. Ms. Hansen explained they were present at this meeting to talk about the statewide 2015 Nevada Disabilities Conference, which is being sponsored in part by the Nevada Council on Developmental Disabilities (DD) in partnership with Family TIES of Nevada. The conference will be held this year on July 20 and 21 in Northern Nevada at the Nugget in Sparks. She stated it is being held alongside the National council meeting, which will bring national attention to Nevada and provide an opportunity to showcase the work being done in our state as well as learn from experts from across the nation. Ms. Bratzler added this conference is unique in that it involves parents, caregivers, family members, individuals with disabilities as well as professionals. There will be 40 learning sessions in various tracks related to early childhood, education, school years advocacy, health, youth/adult transition and much more. The theme for this year is "Break Barriers and Open Doors", which aligns with what the Council is doing. Ms. Hansen described the various ways to register for this conference. Sherry Manning spoke to scholarships available through the DD Council and about the collaboration with the Parents in Policy Making group. She also talked briefly about who the possible speakers were going to be. In addition, there will be a resource fair and the deadline to register for a vendor booth is May 1.

**V. Presentation of the Updated Public Awareness Materials from the Nevada Parent Advocacy Initiative**

Aimee Hadleigh stated the vision she and Christina Riggi had has turned into a great project. They have created draft brochures and flyers as well as a Facebook page and website. Copies of the flyer for the Facebook page in English and Spanish and the brochures for each region were presented to the Council. Julie Ortiz of Advanced Pediatric Therapies was thanked for providing the Spanish interpretation of the flyer for

the Facebook page. Ms. Hadleigh reported there are currently over 100 members on their Facebook page where parents can connect with other parents, read informative articles, and share posts. The information in the regional brochures is specific to the area. Copies have been given to local providers so they can provide feedback prior to finalization. She added they also have been working with NEIS-Northwest on education training seminars. They also hope to have these in conjunction with RAVE sessions to make the trainings more convenient for parents. Ms. Hadleigh and Ms. Riggi spoke to the different types of trainings they are hoping to be able to put on as well as the various entities they hope to collaborate with in this effort. They both related their passion is to help educate parents on the resources and supports available through the early intervention stage and into transition to the school district. Ms. Riggi described their efforts in pulling funding together for their projects. Ms. Bledsoe and Ms. King both offered to assist with the educational, transitional and procedural safeguard trainings and to have parents participate in the New Employee Orientation training that the IDEA Part C Office does for new early intervention system personnel. Ms. Halley provided names of people they might want to connect with who are very active in similar workgroups. Dr. Bingham thanked both ladies for their hard work on behalf of children and their parents.

## **VI. Review Budgets for 2016-2017 Biennium**

### **a. Proposed Early Intervention Budget**

### **b. Federal Part C Allocation for State Fiscal Year 2016**

#### **• ICC Budget**

Dr. Bingham introduced Julie Kotchevar, the Deputy Administrator from ADSD, who presented information regarding the proposed budget for Nevada Early Intervention Services (NEIS). Ms. Kotchevar distributed a handout on the budget explaining that in the last legislative session early intervention programs were integrated into the ADSD along with Developmental Services to establish a State Division that covered the lifespan of services for persons with disabilities. As part of that integration, the Division began work on addressing issues that NEIS had been struggling with such as ongoing and persistent waitlists and timeliness of service. In addition, the Division began the process of integrating ADSD's core values of evidenced based outcomes driven by person centered individualized treatment established for the rest of the Division. She explained the ADSD strategic plan, which is available on the website, was used to develop the budget that was presented to legislature this session. The Division's whole budget can also be found on their website. Ms. Kotchevar went over each section of the two page early intervention budget describing what was included in each area. One of the significant changes mentioned was the loss of funding through the Maternal Child and Health block grant funds. She explained what positions in early intervention were affected and how the funding loss would be covered with salary savings and possible general funds. She then indicated session had not closed budgets are tentative until that point but is confident the budget will go through as presented.

Ms. Bledsoe stated the 3208 budget in the packet was a different version of what was presented as it was pulled from the state budget website. She added anyone could view the 3208 budget as well as the 3276 budget, which is for the IDEA Part C Office, at the

website referenced on the document. She also indicated a final 3276 budget would be included in the packet for the next meeting. Ms. Bledsoe explained the majority of the Part C federal money received by the IDEA Part C Office flows through ASD to the early intervention programs via a grant process to help support direct services. The federal application for the funding of next year is still out for public review and will be submitted in April. Ms. Bledsoe proceeded to review the proposed budget from the federal application noting the sections regarding the ICC budget. She explained the proposed budget presented to legislature is based on last year's funding and she noted we received notification there will be a reduction in overall funding of almost \$100,000 compared to last year. The federal allocation notification was provided in the meeting packet. Adjustments to the proposed budget to address the reduction in funds will be made by reducing the line item in the budget reflecting the funds that are granted to ASD for early intervention programs. The IDEA Part C Office is funded only with the federal funding and receives no support from state general funds.

**VII. Recommendation of an ICC Parent to Attend Annual US Office of Special Education Programs (OSEP) Leadership Conference from July 26-29, 2015**

Dr. Bingham stated this item is to make a recommendation to the IDEA Part C Office regarding which parent will attend this annual OSEP meeting. She explained this is something the ICC has done historically. Ms. Halley stated notice was received that the Early Childhood Technical Assistance Center (ECTAC) and the DaSy Center are going to support the travel of the Part C and Part B coordinators to attend this conference. She wondered if this funding freed available funds to send a parent. Ms. Bledsoe stated the IDEA Part C Office has traditionally always sent a parent or other member from the ICC to the conference. This item was intended to get an ICC recommendation on who they would like to represent them at this conference. After a brief discussion of the benefits of attending, the Council agreed that if funding was available they would like to have two parents attend the conference. Ms. Bledsoe suggested to the parents who would be interested in attending to notify the IDEA Part C office. Ms. Kincaid commented consideration should be first given to someone who has not attended before. Ms. Manning noted scholarships are available through the DD Council and she briefly covered the amounts and application restrictions. The chairperson called for a motion.

**MOTION:** The ICC supports having two parents, if funding is available, to attend the OSEP conference in July 2015

**BY:** Sherry Manning

**SECOND:** Sherry Halley

**VOTE:** Passed

**VIII. Early Intervention Services Report**

**a. Review Early Intervention Provider Application and Contract Process**

**b. Early Intervention Program Certification Update**

**• Review the Standard of Services Document**

Ms. Kotchevar spoke to some of the changes made to the early intervention provider application and contract process. One of those changes, through early intervention and ATAP, is intended to provide easier access to ATAP for children in early intervention and

contracted therapy services to children in the ATAP program. She explained they combined the provider agreements from both programs which will allow providers to serve both programs while only going through the contracting process once. Dr. Bingham inquired if there is an assurance that the services received from ATAP providers are part of the children's IFSP and there is a designation on the IFSP where funding for those services are being received. Ms. Kotchevar stated yes it is on their IFSP and indicated they had been working with both programs to have only one service coordinator for each child. Their goal is to integrate services to provide a more seamless access or families and to keep the outcomes of the children as the primary focus. She added that with additional funding received for Autism through Medicaid they have been working internally so children in early intervention diagnosed with Autism would receive a slot in ATAP without having to be on a waitlist. Dr. Bingham asked what assurance is there that providers through ATAP have an understanding regarding requirements for early intervention and Part C services. She noted that current community partners have had a tremendous amount of training to ensure they are aware of requirements for the early intervention system. Ms. Kotchevar stated clearly that ATAP is not replacing early intervention; it is only providing children in early intervention access to therapies. It is still the responsibility of the EIS providers to make sure the IFSP is implemented. The child's primary service coordinator will still be with the early intervention program. Dr. Bingham also asked if ATAP providers are being training in family centered practices, have an understanding of natural environment and the basic tenets of early intervention. Ms. Kotchevar replied yes and stated all programs at ADSD are person/family centered and do not do any clinic based services anywhere in the Division.

Ms. Kotchevar asked to come to a future meeting to talk about the quality assurance system. She remarked that prior to the integration of early intervention into ADSD all programs had a process for quality assurance. ADSD is dedicated to ensuring every individual program includes a strong quality assurance element. With the incorporation of early intervention into ADSD, there has been confusion as to how this process fits with the activities and responsibilities of the IDEA Part C Office. She stated the quality issues are separate from compliance and are not duplicative. She indicated this is how the Standards of Services document began. The primary resources for development of this document was DEC Recommended Practices, Very Young Children with Special Needs, A foundation for Educators, Families and Service Providers, and the Essential Practices for Quality Services. Ms. Kotchevar stated she would present the final standards as well as the results from the Carson City and Las Vegas programs at the July ICC meeting. Dr. Bingham said this information does help and looks forward to seeing a final copy of the quality assurance paperwork so that the ICC is in a better position to compare it with what truly is the IDEA Part C Office's monitoring requirement under the law.

- IX. ICC Committees – Reports on Activities**
  - a. Family Support Resource Subcommittee (FSRS)**
    - Provide Update on Membership**

**b. Child Find Subcommittee**

**• Update on the Combining of this Subcommittee with the Early Childhood Advisory Council (ECAC) Workgroup**

Daniel Dinnell stated a copy of the minutes approved at the last meeting was provided. He highlighted the work the Nevada Parent Advocacy Initiative is doing on a brochure and their website. Mr. Dinnell indicated there were some changes to the subcommittee membership and provided a list of the current membership.

Ms. Waugh reported the subcommittee participated in the Early Childhood Advisory Council (ECAC) but because there was no quorum no business took place. The next meeting is scheduled for April 17 and the next Child Find Subcommittee meeting is scheduled for April 14. Ms. Bledsoe interjected that she has submitted the paperwork to have the Part C Coordinator as an official member of the ECAC.

**X. Part C Information Reports**

**a. Part C Office Update**

**b. Complaint Matrix Review**

**c. Program Monitoring Updates**

**d. Review and Discuss Data Reports**

- Review Preliminary December 1 Counts by Age**
- Wait List for February and Year-End Report**
- State Fiscal Year (SFY) 2015 1<sup>st</sup> Quarter Data Report**

Ms. Bledsoe reported the IDEA Part C Office has two new staff members and formally introduced Ellen Marquez and Ewelina Meade. She gave a brief background of each person adding the office is now fully staffed but come July 1 she will be hiring one more Developmental Specialist.

Ms. Bledsoe stated there are no updates to the complaint matrix since the last meeting. The last complaint investigation has been completed and there were findings. Ms. King is in the process of working with the program to ensure correction is done in a timely manner. Ms. King stated the complaint has not been closed because the compensatory services have not yet been completed.

Ms. Bledsoe stated some unique things have been done in the monitoring this year. This is the first time a couple of programs have been very close to correcting long-standing noncompliance. The IDEA Part C Office established compliance agreements with these programs. Through this process, one program has corrected their noncompliance in natural environments and the other program is very close to correcting timely initiation of services issues. After six years, there is confidence this will be closed by the next ICC meeting. Ms. Bledsoe indicated there will be a meeting on June 10 to review our general supervision and monitoring processes. Anne Lucas has agreed to facilitate that meeting. The focus will be on changes and some of those are to how program records are reviewed, program interviews are conducted, having more parent involvement in the monitoring process and using our TRAC data more efficiently.

Ms. Bledsoe remarked the December 1 count has been submitted. This is a federally required one-day, point in time count reported each year. The count of active IFSPs for December 1, 2014 was 2,889. She explained this does not include children in the process of coming into the system that had not yet reached IFSP development. Ms. Bledsoe proceeded to go over the numbers within the report and indicated her concern is that these numbers show we are not finding children as early as we would hope to.

Ms. Bledsoe explained the larger data report included in the meeting packet is a comprehensive report that comes from the TRAC IV data system. This report is used to help assess how the early intervention system is functioning as a whole. This data is broken down by individual program and are preliminary until the final unduplicated numbers are released for the fiscal year. She then briefly explained each category of the report. During the review of the referral numbers, there were questions regarding the process for referral. Ms. Bledsoe provided an overview of the referral system noting that referrals go thru the regional state early intervention services sites. Even those that come thru the Project Assist line are sent immediately to the local referral site because the 45-day timeline begins as soon as the referral is received. Further discussion including family choice at referral and issues with the initial referral/intake process was held.

*The meeting broke for lunch and reconvened to start the Strategic Planning Portion of the two day meeting. Ms. Bledsoe divided all attendees in to four separate work groups that related to sections of the SSIP*

**XI. Introduction of the Facilitator for the Strategic Planning Portion of the Meeting**

Ms. Bledsoe introduced Anne Lucas. She explained Ms. Lucas has been working with Nevada since 2004 and is the former Part C Coordinator for the state of Virginia. While the Virginia Part C Coordinator she helped to facilitate the passage of insurance legislation to cover early intervention services and was very active on the national level. Ms. Bledsoe related Ms. Lucas has worked with many states and brings a wealth of knowledge to the table to assist the Council in their work.

**XII. Final Review of the State Systemic Improvement Plan (SSIP) - Phase 1**

Ms. Bledsoe explained the attendees would be divided into four separate groups so each group could review one section of the SSIP at a time. Participants rotated to allow all an opportunity to review each section of the SSIP. The four sections were: Data Analysis, Theory of Action, Infrastructure Analysis and SIMR & Improvement Strategies. Each group was instructed to do an in-depth review of the section assigned to their group within the allotted time. While doing the review the groups were asked to determine if the section meets OSEP standards and if it is understandable to the general public. At the end of the time, everyone would gather together to share with what their review found. This process will continue until each group has a chance to review each section of the SSIP. Ms. Lucas explained this is a process for finalizing the SSIP for submittal. It is also the opportunity to review the systems improvement plan as the Advisory Council to the Department and the lead agency and to start to formulate what the Council's role is going to be in implementation of the SSIP.

Each group reviewed each section of the SSIP providing their feedback which was combined and documented on flip charts. Information from the flip charts will be used by the IDEA Part C office when finalizing the draft of the SSIP for federal submittal.

Ms. Lucas indicated the next steps are submission of the SSIP Phase I and moving immediately to begin work on Phase II. She noted the Council will need to determine what kind of role they will play in terms of helping to support the work of the SSIP in the future. Ms. Bledsoe expressed appreciation for the support the ICC has provided in the process and reiterated there will continued work for finalization between the strategic planning meeting, the April 1 submission date and the July 1 implementation date.

Ms. Bledsoe shared information regarding Phase II and Phase III of the SSIP. It was explained this is a multi-year plan and it is not expected that all activities will be completed by July 1 or by next year. However, progressive work towards fulfilling the plan will need to be documented. Strategies to implement the plan include identifying connections and building or strengthening bridges within the infrastructure of early childhood systems. This includes infrastructure components within and outside the IDEA Part C Office and ADSD EIS program administration. Support of early intervention programs and implementing evidenced based practices will start with personnel development through training and ongoing personnel evaluation to make sure approaches are being implemented correctly over time. During Phase III, the state will be reporting on evaluation and implementation to determine how effective the plan has been; did the plan work and was there evidence of improved outcomes for children. Improving data will be critical to the process of verifying whether improvements were made. Ms. Bledsoe indicated outcomes will need to be established within all of the components of the SSIP, resources and strategies identified and then realistic timelines for evaluation to determine if the plan is effective. These are the things to be discussed at ICC meetings in the coming months.

Ms. Lucas clarified that Phase II of the SSIP must be reported on by February of 2016 and Phase III by February of 2017. She added this is when states are required to report; technically, Phase II needs to be completed as of June 30 of 2015 because effective July 1 of 2015 establishes becomes the federal fiscal year on which you have to measure progress and evaluate your plan. It was indicated this is why starting the implementation of the most critical aspects of the plan as soon as possible is important. The improvement in these activities will need to be reported in the APR next year. Ms. Bledsoe stated good initiatives were identified through Phase I that can be built on for implementation. These will evolve over time but specific items need to be identified that can be measured consistently statewide. One of those being looked at is the Comprehensive System of Personnel Development (CSPD) Plan for the EI system. Work is also being done with the Technical Assistance (TA) centers around our data system. Both of those items are in our SIMR and in the Theory of Action. Ms. Lucas mentioned that one thing that could be done very quickly is to make sure service providers have the right assessment tools to actually identify social emotional needs. Even though

practitioners have not been trained on the types of evidence based practices that really result in changes, at least the assessment piece is in place. This will also help with the child outcome summary rating scoring to make sure it is getting more consistent across the state as well.

### **XIII. Role of the ICC in Relation to the Implementation of the SSIP**

Ms. Lucas asked the Council to think about what roles the ICC might play in the future work of the SSIP. She stated some of this discussion would overlap into discussions later on when the ICC sets their priorities for the next three years. It is hoped there will be some consistency with what the ICC wants to do with the work and with what the state needs to do in terms of moving forward with the SSIP. A few of the participate options suggested to the Council to think about were in what capacity they would be able to participate, how much members could be involved, and what could they contribute. To expand on this, members could review and critic key items to provide input, the council could request that they just be informed of progress of activities, or volunteer to participate with state staff as was done during Phase I. There is also the option to find others to volunteer, to choose a piece of the work to concentrate on, a combination of any of these or any other ideas that this group comes up with about the ICC's potential role with the SSIP.

Ms. Bledsoe related she would like to see definition of the work be specific enough so everyone know what the plan is, that it is measurable and able to be evaluated so it can be determine unequivocally that the goal was or was not reached. Ms. Lucas suggested the ICC could play a huge role in trying to bring the pieces together around the training of practitioners. Ms. Halley stated we have the beginning of this through the TACSEI initiative. Ms. Bledsoe stated she believes there is a public awareness side also which could very important. Dr. Bingham said of these options of things the ICC can play roles in, the data is one aspect which is part of the theory of action where local providers will be able to produce on-going qualitative and quantitative reports. She noted the ICC has seen many quantitative reports and it would be wonderful if we could put our heads together to analyze these reports to determine what is going right or wrong as the case may be to see what common needs there are across the system. Ms. Halley reflected the whole idea is to fulfil the federal requirement while doing program improvement so using the data through that method could show how it might have been done to render it better. Ms. Riggi stated she thinks the review will show results of difference in parenting. Dr. Bingham related that then reflects on how we are doing in service coordination. If it is implemented correctly families are being met where they are regardless of their family situation or resources. Ms. Waugh indicated she believes it is more about attitudes of parents and professionals alike. Ms. Bledsoe agreed adding it could be there is apprehension about discussing issues so they avoid it because of what they do not know. She indicated this brings us back to public awareness. Ms. Larsen commented that this is talked about in the Theory of Action in regards to the word confidence. When knowledge and experience is provided a level of comfort is obtained which increases confidence level in professionals as well as parents. Members discussed possible ways to link to resources that helps build parent knowledge. Ms. Kincaid stated

this needs to involve providers as well as parents. Ms. Bledsoe indicated the need to think about processes differently than what has been done in the past.

Ms. Lucas asked if there were other options or goals regarding the role the ICC might play. Ms. Halley mentioned bringing parents more into the process. Ms. Kincaid asked how seamless transition from Part C to Part B was going to take place. Ms. Halley related historically they had been separate. However, she and the IDEA Part C Office have been collaborating in order to have the two work in tandem. The data hubs are separate and scores are captured slightly different because they are not using the same instruments.

Ms. Bledsoe and Ms. Halley shared how they have been working together to bridge the differences. Ms. Lucas stated this is much bigger than just the SSIP and if this is something the ICC wants to tackle as one of its priorities that can be discussed during that agenda item. She added she wants to also recognize there are some big topics that need to be addressed as part of the SSIP and encouraged the Council not to have so many priorities that they cannot be accomplished. During the next agenda item, part of the discussion will be about what outcomes the Council wants and how to prioritize them. She then asked if there are any other options that should be considered or any that should be ruled out as a potential goal. Dr. Bingham stated she sees the ICC role as evolutionary as the SSIP process evolves and does not want to rule out anything. Ms. Bledsoe remarked that there might be multiple levels of this work and at points there are different roles to be fulfilled. Dr. Bingham commented once priorities are explored, the Council can determine which things to focus on the next couple of years. This will then help delineate what goals might be for each of those priorities which, in turn, will help identify which pieces are feasible.

*The meeting was adjourned for the day at 4:35 p.m.*

*Day two of the meeting on March 27, 2015, was called to order at 9:00 a.m. and quorum was established. Introductions were made. The following people were in attendance: ICC Members: Dr. Ann Bingham, Michele Canning, Lisa Cridland, Janina Easley, Maynard Florence, Sherry Halley, Robin Kincaid, Alisa Koot, Joyce Larsen, Dr. Catherine Lyons, Sherry Manning, Johnette Oman, Christine Riggi, Shannon Sprout, Sherry Waugh*

*Public and IDEA Part C Office: Anne Lucas, Sarah Horsman, Julie Coeman, Brenda Bledsoe, Dan Dinnell, Edie King, Ewelina Meade, Iandia Morgan*

#### **XIV. Determine Priorities/Outcomes for the Next Three Years**

Ms. Lucas began by explaining the process for identifying the priorities the ICC will work on over the next two to three years. She indicated Ms. Bledsoe will present topics which are key to the work of the IDEA Part C Office in the next several years. At the end of the presentation, the topics presented and discussed within other agenda items will be prioritized as to what the ICC wants to focus on. Then, goals, activities, responsibility, structure, and timelines will be determined for each priority.

Ms. Bledsoe presented the following topics for the ICC to consider.

- Evaluation and Assessment – Staff in the field and providers feel that in the past not much emphasis has been put into looking at the instruments. Ms. Bledsoe indicated the TA centers will be contacted to find out what other states are using and find out specifically what programs in Nevada are using. Having consistent instruments will require having a structure to provide on-going training and follow-up related to that training to see if our child outcome ratings are improving.
- Knowledge and Skills - IFSP outcomes are another area where additional training on functional outcomes will need to be provided. Improvement in using instruments to draw out information from families and interpreting the assessment information in order to better track a child's progress is part of this topic. Categories within social/emotional development to be considered are socialization, relationships, children who have experienced trauma, attachment to primary care givers and the unique aspects of being able to work with children effectively around those things. We want to increase people's abilities to be able to work with families so they can communicate their needs and concerns in a way that terminology doesn't trigger anxiety about the stigma of mental health issues. Ms. Bledsoe stated research based models of service delivery will need to be embedded into our trainings, along with follow-up after training and including the quality assurance piece of fidelity. She explained the IDEA Part C Office developed a set of effective practice guidelines several years ago which are foundationally sound but need to be updated. The first section to be revised will be on Intake, Evaluation, and Assessment. She then spoke to the need for the development of a system of supports for providers which would include both trainings and technical assistance. Earlier discussion raised the possibility that maybe a decision tree around the process would be helpful which would necessitate collaboration across agencies when updating guidelines. Ms. Bledsoe stated in the state and local provider collaboration, there will need to be a strong connection and feels it would be best obtained by formalizing the processes.
- Budget - It was noted the topic that closely relates to all of this is budget. Funding will need to be established and then using funds very wisely to ensure implementation can happen. Additionally, there needs to be assurances that there are standards for all these things that are progressive and linked so they are available to all children.

Ms. Bledsoe reported that Nevada is one of the selected states to work with the DaSy Center in an effort to improve the EI data system. They currently have our manual and have a list of items they are reviewing within our data system, one being specifically how to improve our early childhood outcomes data. It is hoped they will also be able to assist in the development a five-year plan for the improvement and expansion of the data system. The data system needs to support the accountability and improvement process to ensure efficiency in verification and reporting. She noted a meeting scheduled for June 10 to start looking at the IDEA Part C Office general supervision system. The review of the process is needed to ensure the focus is looking more at the

end results and includes accountability. Ms. Bledsoe finished by saying the next five years will determine how successful the system in getting things established systemically around these topics.

Ms. Lucas opened the floor back up for reactions, discussion, questions or comments. Comments were made as to how much work there is to be done. However, it was felt the whole system was broken nicely into categories and improvement areas. Landia Morgan stated when looking at the topics from beginning to end all of the activities, once implementation, has started will be aligned. You cannot do one without doing the other to get the end result of improved outcomes for children in the social emotional development area. Ms. Kincaid voiced her concerns over the budget challenges that have not been adequately discussed; funding will need to be used differently. Dr. Bingham related her reaction is that much of what is being put into place are systemic pieces that will support the system across all domains.

Ms. Waugh stated her concerns were regarding the implementation of all these ideas and goals across different programs and agencies. Ms. Lucas explained it was hoped that once the ICC had settled on what their priorities would be discussions around goals, structures, timelines, and who would need to be involved would be worked out for each priority. There are definitely items bigger than the ICC but I think the ICC needs to be reflecting about how the ICC itself fits into this work and how to support this work as a whole. Ms. Bledsoe interjected that she sees the work of the IDEA Part C Office as the common areas and where they intersect. Ms. Riggi commented she believes the ICC needs more specific direction because the projects are so broad. Ms. Manning remarked the way the ICC could help is to bring people together across initiatives since the ICC members represent such varied and diverse groups.

At the end of the discussion, Ms Lucas reviewed the went over the three priorities identified by the Council. The three priorities are trainings, professional development supports/mentoring and a communication plan. The attendees were divided into three groups to start working on one of the three priorities. A worksheet was provided to help each group identify the major goals to be accomplished for that particular priority. Members were asked to develop no more than five or six goals and to be realistic in what the ICC can accomplish. Then based on those identified goals list the activities or steps needed in order to accomplish that goal including whatever barriers need to be addressed. The groups were also instructed to focus on who is going to do the work - who needs to be involved, timelines, and to consider the existing subcommittee structure. At the end, each group was asked to make a recommendation about their actual structure. As in the previous group session, each group will rotate to each priority to provide their feedback.

Once the rotations were complete the groups reconvened as a whole. Dr. Bingham read the recommendations regarding the structure of each priority. There were:

Priority 1 – Training

- To establish or “to create an assessment workgroup” to look at the tools being used statewide both Part C and Part B.

- To use certification and endorsement committee to imbed social emotional classes as part of the ECSE Endorsement.
- To establish a workgroup or subcommittee to determine what trainings are currently in existence and to link with the Nevada Registry.

Priority 2 – Professional Development Supports and Mentoring

- Adapt “Certification and Endorsement Committee”

Priority 3 – Communication Plan

- Use workgroup with ICC participation

Ms. Larsen commented that providers need to be informed upfront about the changes that are coming so they are prepared and not caught unaware. There is going to be a lot of work on this over the next five years and they should know what is coming, why and what is expected and required of them. Dr. Bingham asked for any more comments regarding the priorities. With none being offered, she asked for a motion.

**MOTION:** to accept the priorities as they were presented  
**BY:** Dr. Catherine Lyons  
**SECOND:** Christine Riggi  
**VOTE:** PASSED

**XV. Review and Discuss Possible Changes to the Subcommittees or Possible Addition of New Workgroups or Subcommittees**

- a. Family Support Resource Subcommittee
- b. Child Find Subcommittee
- c. Finance Subcommittee
- d. Developmental Specialist Certification/Endorsement Subcommittee
- e. Possible Additional Committees

Dr. Bingham stated the current subcommittees constituted by the ICC are the Family Support Resource Subcommittee (FSRS), Child Find Subcommittee (CF), Finance Subcommittee, and the Developmental Specialist Certification/Endorsement Subcommittee. She asked for any comments, suggestions, additions or motions regarding changes to the aforementioned subcommittees. Through discussion of the council, it was agreed the name of the Developmental Specialist Certification and Endorsement Subcommittee would be changed to reflect the broader scope of work they would be doing.

**MOTION:** To change the name of the Developmental Specialist Certification and Endorsement Subcommittee to the Initial Training and Ongoing Professional Development for Early Intervention Providers Subcommittee  
**BY:** Christine Riggi  
**SECOND:** Sherry Waugh  
**VOTE:** PASSED

In a brief discussion over the change of name, the question was raised as to what happened to the subcommittee members if the name is changed. Dr. Bingham replied she assumed that the subcommittee members would stay the same because only their name was changing and their perspective broadened. Dr. Lyons the subcommittee chair agreed that this was what she had thought also.

Ms. Oman reported the finance subcommittee had not meet for some time and it was reconvened at a time when there was a need to find additional funding sources for early intervention. She added she thinks there is no longer a need for this subcommittee. Ms. Waugh suggested replacing the subcommittee with a standing agenda item to discuss budgets, expenditures and/or finance updates as needed.

**MOTION:** To disband the finance subcommittee  
**BY:** Johnette Oman  
**SECOND:** Lisa Cridland  
**VOTE:** PASSED

Dr. Bingham asked if there was a need for any other discussion around the remaining subcommittees. Hearing none, she summarized that the Council agreed to change the name of one subcommittee, disband another and the other subcommittees will remain the same.

**XVI. Establishment of Goals**

- a. Work Plans
- b. Responsibilities
- c. Time Frame

This item was combined with another agenda item.

**XVII. Finalize Next Steps to Accomplish Goals**

This item was combined with another agenda item.

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

- Update on the parent resources
- Presentations of final program certification documents
  - Results of the two programs that have gone through certification
- Review of the state budget for 3208
- Monitoring system revision update
- Update on TACSEI to familiarize the ICC with all the training and resources that will have an impact on the SSIP
- Look at getting an additional rural parent representative (action item)
- Update on getting proxies approved for council members

**XIX. Schedule Future Meetings**

- July 16, 2015 – video conference
- October 22, 2015 - video conference

- January 21, 2016 - video conference

**XX. Public Comment**

Dr. Bingham mentioned the Nevada Early Childhood Conference which is Nevada Association of the Education of Young Children (NevAEYC) sponsored is holding a pre-day workshop sponsored by the Nevada Division for Early Childhood (DEC) state affiliate. The workshop topic is The Power of Peers Using Clear Mediated Strategies to Support Appropriate Behavior in Social Development in Toddlers and Preschoolers which aligns nicely with the work we are doing. It will be held on Thursday, April 16 and if you register by March 31 the cost is \$150 if you are a DEC or NevAEYC member. If anyone is interested, contact Dr. Bingham and she will forward the flyer to you.

**XXI. Adjournment**

Dr. Bingham asked for a motion to adjourn and a motion was made.

**MOTION:** Adjourn meeting at 3:00 p.m.

**BY:** Catherine Lyons

**SECOND:** Lisa Cridland

**VOTE:** PASSED