



## MEETING SUMMARY May 15, 2009

A *regular public meeting* of the New Jersey State Interagency Coordinating Council was held on Friday, May 15, 2009, at the Medical Society of New Jersey Conference Center in Lawrenceville, New Jersey. The meeting was called to order at 11:00 a.m. by Denise Murray, Vice Chair, who presided, with a quorum present.

**ATTENDANCE** – Attached

### WELCOME/VICE CHAIR'S REPORT

1. Ms. Murray made reference to the *SICC protocol regarding public comment*, printed on the SICC agenda made available to the public.
2. At Ms. Murray's request, SICC members and 27 *public members* introduced themselves and identified their connection with early intervention.
3. Ms. Murray read a memo that *Katherine Doyle* sent to Governor Corzine, *submitting her resignation as chair of the SICC (attached)*. Ms. Murray highlighted the many accomplishments achieved during Ms. Doyle's term, especially her leadership as a "tireless parent advocate" and in responding to the "cash flow emergency" for service provider agencies.
4. Ms. Murray announced that she will "chair" the SICC through transition to the July 24<sup>th</sup> retreat, following which she will submit her resignation as vice chair and request to remain a member of the Council. She and Ms. Doyle were appointed SICC chair and vice chair simultaneously in 2006. It was her opinion that the Governor should name a new chair and vice chair at the same time, so that new leaders could forge a similar effective working relationship together.
5. *Parent representative Alison Torres* has resigned because of the personal demands of her family. There are currently five parent vacancies on the Council.
6. Ms. Doyle had continued her outreach to the *Governor's Appointments Office*, which has another new *Director, Barbara Plumeri*. While anticipating some progress, Ms. Doyle could not report any new appointments.
7. The *Correspondence Summary* was reviewed and filed with the minutes.

8. In reviewing the Executive Committee minutes, Joseph Holahan gave additional information to the Public Comment on *physicians' continuing Early Intervention System (EIS) education* as discussed at the Family Support Committee meeting earlier this morning. Hospital business meetings have proved to be the most effective means of reaching physicians. He suggested a ten-minute EIS oral presentation with handouts. The committee also commented on the physicians' letter implemented through the REIC point of entry system and suggested that the letter be left with families that chose not to provide consent to facilitate potential communication in the future. Dr. Holahan and REIC Director Cynthia Newman will work on a supporting article for the pediatric newsletter.

## **APPROVAL OF MINUTES**

The *minutes of the March 27, 2009 meeting* were unanimously approved as distributed – upon motion by Warren Moore, seconded by Steve Weiss and carried.

## **SICC ADVISEMENT COMMITTEES**

### **1. State Performance Plan – Warren Moore, Chair**

Mr. Moore's committee has not met recently, but he is continuing to reach out to Jill Simone and Lowell Arye concerning the *EIP Briefing Paper on Early Intervention and Medicaid Waivers*.

### **2. Administrative – Annette Ristoro, Chair**

The committee met earlier this morning and presented the *SICC Proposed Budget FY 2010* (attached to file copy of minutes), which was **unanimously adopted** – upon motion by Moore, seconded by Ms. Ristoro and carried.

### **3. Family Support – Norman Rosenblum, Chair/Joseph Holahan, Vice Chair**

The committee *met earlier this morning*, and in addition to the comments reported previously (ongoing EIS education of physicians, 1<sup>st</sup> page), the committee (A) continues to seek more inclusive training with child care centers; (B) will take another look at receptive languages; and (C) received preliminary information on experiences with early intervention included in a survey being used with families with children diagnosed with autism.

### **3. Service Delivery – Steve Weiss, Chair**

(A) Mr. Weiss gave an overview of the committee's April 24, 2009 meeting (distributed/attached to file copy of minutes). He also reported on a meeting held earlier this morning, in which was further discussed the *Targeted Evaluation Team (TET) Competencies* (distributed/attached to file copy of minutes). Upon motion by Mr. Moore, seconded by Mr. Weiss and unanimously carried, Council **approved** the committee's recommendation that the

**Lead Agency pursue criteria for selection of targeted evaluation team evaluator competencies.**

**NJ DEPARTMENT OF HEALTH AND SENIOR SERVICES**

Celeste Andriot Wood, Assistant Commissioner; Terry Harrison, Part C Coordinator

1. Susan Evans, Autism Project Specialist, New Jersey Early Intervention System, distributed/reviewed the new document on *Early Identification of Autism Spectrum Disorders: Guidelines for Healthcare Professionals in New Jersey* (attached to file copy of minutes).
2. Ms. Wood reported:
  - (A) The Governor will be announcing additional cuts later today to the *SFY 2009 budget*. There is nothing additional to report than reflected in the 3/24/09 SICCC minutes.
  - (B) A new *Procedural Safeguards Coordinator* will be starting in early June. Filling the position was delayed until a concern about potential layoffs could be addressed.
3. Ms. Harrison:
  - (A) Gave an update on the *Service Coordination Request for Applications*:
    - Over 80 people attended the Technical Assistance Session on 5/1/09.
    - The PowerPoint presentation and a Q&A document from the TA session should be available on the NJEIS website later next week.
    - 39 agencies submitted a notice of intent for one or more counties.
    - 13 agencies submitted for 2 or more counties.
    - Each county has a minimum of 3 agency notice of intents with a high of 9 in several counties.
    - 20 out of 21 current Service Coordination Unit agencies submitted a notice of intent. Sussex County did not submit.
  - (B) Reviewed updated *Family Cost Participation Collections SFY2009* (supplied in advance/ attached to file copy of minutes): revenue by statement date, suspensions by month the delinquent letter generated, exists by month the child exited early intervention, by month the child exited early intervention with FPL.
  - (C) Gave an update on the *Federal Part C Application and the American Recovery and Reinvestment Act (ARRA)*. The first half of the stimulus funding was awarded in April; the second half of the funding is scheduled to be awarded the end of September, pending submission of reporting requirements. NJEIS will use the funds to support EIS growth, and is exploring online training development (HRDI) and web enhancement of the NJEIS SPOE data.
  - (D) Reported that she is preparing a response to public comments received on the FFY 2009 Part C Application, which was being submitted to the Federal Office of Special Education by the May 18, 2009 due date.

**UPDATE FROM REICS**

Distributed/attached to file copy of minutes) was a comprehensive report on the *activities by each REIC for Early Intervention Week (May 17-23)*. Given to each REIC Director was a

signed, embossed copy of the New Jersey Senate and Assembly Joint Legislative Resolution designating – and acknowledging “the significant occasion of” -- Early Intervention Week. The Council and REIC Directors expressed appreciation to William Agress for this document and his efforts in behalf of Early Intervention Week.

## **OLD BUSINESS – SICC RETREAT**

1. Darla Gundler, Staff Liaison to the Massachusetts Interagency Coordinating Council, agreed to serve as *July 24<sup>th</sup> retreat facilitator*. Ms. Christopoulos and Ms. Salzberg volunteered to assist Vice Chair Murray with retreat planning. Members agreed the role of the facilitator must be clearly defined.
  
2. Several *agenda items* offered by the Council at its 3/27/09 meeting were reviewed:
  - (A) Priority issue – Revisit the SICC Committee Restructuring document adopted by the Council at its 4/24/06, with its results evaluated, time lines and priorities established, the effectiveness of the Council measured, advisement committees possibly realigned for a more balanced work distribution.
  - (B) Consideration of the request by Ms. Andriot Wood for people with specific knowledge, experience and expertise to whom she could turn for operational needs of the State requiring immediate response that come up from time to time; should she look to the SICC as a resource or does she need to create another group.
  - (C) Request to establish more effective communication among SICC members.
  - (D) Request for more members to speak out on issues at meetings; that they find their voices to further the SICC mission statement.
  
3. *Discussion/agenda items* suggested by the Council at its meeting today were:
  - (A) New members’ orientation
  - (B) Insurance
  - (C) REIC help to get parent members
  - (D) More parent/public input; would location change increase involvement?
  - (E) Strategies re appointments to SICC
  - (F) Change number of meetings

## **PUBLIC COMMENT**

*Elizabeth Thomas of Cumberland County SCHS* ...As a response to the SICC discussion regarding TET Competencies, Ms. Thomas asked if evaluation team members could be given the authority to make decisions regarding any discipline needing to be written into IFSPs.

**ADJOURNMENT** – 12:45 p.m.

Upon motion by Ms. Christopolous, seconded by Mr. Rosenblum and unanimously carried.

**APPROVED – 9.25.09**