



MEETING SUMMARY September 19, 2014

A regular *public meeting* of the New Jersey State Interagency Coordinating Council was held on Friday, September 19, 2014, at Children's Specialized Hospital, New Brunswick, New Jersey. The meeting was called to order at 11:03 by Catherine Colucci, who served as acting chair.

ATTENDANCE - *Attached*

WELCOME/UPDATE - Catherine Colucci

Ms. Colucci welcomed all attendees. At her request, *SICC members and 16 public members* introduced themselves and identified their connection with early intervention.

Ms. Colucci announced the following *resignations from SICC*:

- Celine Fortin (6/30/14), because of additional work responsibilities.
- Michele Tyler (6/23/14), because of personal and professional commitments.

Michele Christopoulos discussed *recruitment of new members*, including (a) interest from 4 parents and 3 providers; (b) geographic representation; (c) legislative member.

APPROVAL OF MINUTES

The minutes of the May 16, 2014 meeting were unanimously approved as distributed -- upon motion by Kimberley Peto, seconded by Chanell McDevitt and carried.

LEAD AGENCY

New Jersey Department of Health - Terry Harrison, Part C Coordinator

1. *Federal Part C Application* - Has been awarded, with 10.8 million dollars awarded to New Jersey.
2. *County Annual Performance Reports* - Have been updated on the Department of Health (DOH) website.
3. *The US Department of Education, Office of Special Education Programs (OSEP)*

Ms. Harrison was invited by OSEP to participate in a small group discussion reacting to a proposal being prepared to include the use of results indicators reported in the FFY 2013 Annual Performance Report for state determinations. The current proposal under review includes:

- Indicator 3: Child outcome data quality and achievement
 - Looking at comparison of total number of children exiting compared to total number of children with outcome data.
- Does not propose using Indicator 4: Family outcome. Comments received request further consideration of this indicator.
- Does not propose using Indicator 2: Natural environment.

The proposal is concerning for NJEIS because exit Battelle Developmental Inventory (BDI) exit evaluations are voluntary; some families move suddenly, some families cannot be located. DOH is concerned about the New Jersey exit data because of low numbers of children with exit data. New Jersey is significantly below the minimum proposed standard of 34%. NJEIS will need to continue to emphasize the completion of an exit BDI.

An additional concern is that too many children are entering NJEIS with scores indicating they are "close to their peers" in their social emotional development. Since we are already three months into the current fiscal year, there is need to move quickly to address improvements in collecting child outcome exit data. It is also important to work with families to consent to obtaining BDI score when evaluated by the Local Education Association (school district) for determining eligibility for Part B services during transition from NJEIS.

Indicator 11, State Systemic Improvement Plan (SSIP) will not be part of the determination for at least this submission year. NJEIS will have to apply the OSEP use of results performance in the state determination when issuing determinations through county performance reporting.

4. *Family Cost Participation* - Discussed reports emailed in advance (attached to file copy). The 6 million dollar goal for collections of family cost participation was met for SFY 2014.
5. *Procedural Safeguards* (PSG) - Coordinator Joe Pargola distributed/discussed the status report (attached to file copy): 1 formal complaint regarding central directory; 103 informal complaints; 1 allegation of fraud, waste, abuse. Found that the fraud and waste was regarding falsifying records and back dating claims for services.
6. *State Systemic Improvement Plan (SSIP) Update* - Roadmap and OSEP Evaluation Tool document were shared with the group.
 - Susan Evans presented a PowerPoint update on DOH activities.
 - NJEIS staff attended a national BDI User Group meeting which also included a representative from the BDI publisher, Riverside. The meeting included ongoing concern discussions about evaluator fidelity in administering the BDI.
 - Infrastructure Analysis Part 2 Survey document (without results) was shared.
 - Impact Scale - Completed version of collected data will be sent to SICC by the end of September.
 - Impact Scale for SSIP - Preliminary data results document was shared.
 - Items: 1,3,12,18,30 were found to currently be seen as likely with the highest impact.

- Discussed how to get more parent participation in the SSIP process:
 - SPAN offered to facilitate parent focus groups.
 - SICC Family Support Committee will team up with SPAN on this and other topics related to parent participation/engagement.
 - REIC-led family support coordinators and parent board members can contribute.
 - Patti Ciccone will assist in coordinating the committee.
 - Mary Remhoff may participate.
- Additional work groups that may be needed: (a) Data committee (1-2 meetings); (b) Question 12 committee (need SCs and TET members - pre or post SICC meeting in November; 3 or 4 meetings to follow). Ms Evans can help facilitate.
- SICC Administrative Committee will look at infrastructure.
- Discussed was SICC commitment to working on the SSIP:
 - Gives SICC purpose and role.
 - There is concern how committee members can keep focused and participate.
 - There is a great deal of information/materials available related to social emotional development.
 - SICC members should email Ms. Evans if they are interested in participating in a pre or post SICC meeting in November to address data analysis and Question 12.
 - DOH will be meeting with TETs because of their importance related to the child outcome data.
- Ms. Harrison and Ms. Evans have an opportunity to bring this work before the Commissioner. Social Emotional Development and the activities implemented related to evaluator fidelity will be shared through a Continuous Quality Improvement presentation to DOH Senior Staff on September 25, 2014.

COMMITTEE REPORTS

1. **Family Support** - Ms. Ciccone reported on a short conference call to recap and discuss focusing on the development of new goals.
2. **Service Delivery** - Joyce Salzberg reported on the work of the committee, which met monthly in May, June and July. The committee will continue to discuss a system framework for EIP provider agencies.
3. **Early Learning Challenge** - No report.
4. **Administrative** - The former Chair resigned, so the committee has not met.

REIC UPDATE

Early Intervention Week: Carmela Balacco, Family Link REIC, Family Support Coordinator, and Desiree Bonner, Northeast REIC, Family Support Coordinator presented on the activities of Early Intervention Week, which took place in May 2014. The REIC's thanked the SICC for supporting EI Week. A handout was distributed (attached to file).

OLD BUSINESS

Online bios of SICC members are still in process. Ms. Marcario will coordinate the project. The SICC Administrative Committee will create an updated template.

NEW BUSINESS

1. The SICC is in need of a *chair and vice-chair*, as well as an Administrative Committee chair. Ms. Harrison clarified that the Lead Agency cannot chair the Council.
2. Annette Ristoro's child turns 13 in November, when she *no longer qualifies as an SICC parent member* and must resign as such. Ms. Ristoro was told she may continue to serve as a committee member.
3. Upon motion by Steve Weiss, seconded and unanimously carried, **Council agreed that any SICC member interested in serving as an acting chair or as chair of the SICC on a rotating basis should contact Ms. Harrison.**
4. Upon motion by Danielle Thomas, seconded by Dr. Holahan and unanimously carried, **Council accepted the following meeting dates (all on a Friday) for the SICC's 2015 calendar year: 1/23, 3/27, 5/27, 7/24, 9/25, 11/20.**

PUBLIC COMMENT

David Holmes of EIPA ... Shared concern about the new requirement to complete Procedural Safeguard Modules prior to completing new practitioner enrollments. EIPs have reported that it is taking two months for the process. Ms. Harrison responded that it should not be taking more than two-three weeks from when the practitioner enrollment package is received by the CMO if procedures are followed. Delays result from illegible paperwork and missing or incorrect email addresses. Data was provided that there is at least a 50% non-compliance rate for completion of PSO modules for practitioners given access under the rollout plan and more than 50% of new practitioners starting or completing the modules within thirty days of having access. If a practitioner has not received an email from Mercer County Community College (MCCC) giving access to the modules, Brandy Carothers at the state office can be contacted for follow-up. Email address errors and firewall/quarantine issues can be problems preventing emails from being received. Reminder that requests can be submitted to Ms. Harrison with justification for expedited enrollment but these must be urgent to ensure NPA services or disruption in services.

ADJOURNMENT - 12:50

Upon motion by Rachel Badalamenti, seconded by Ms. Christopoulos and unanimously carried.

APPROVED

11/21/14