

Minutes

ICC Meeting, January 13, 2016

Present: Robin Atkins, Christina Commons, Anne Davis, Christina Furbee, Andrea Gilkison, Becky Haymond, Kristina Killen, Paul Hyslop, Dawn Downer, Danny O'Neill, Shirley Payne, Jamie Stormont-Smith, and Jim Vento

Absent: Ann Arvidson, Melanie Brizzi, Donna Driscoll, Jonathan Mattingly, Julie Smart

Guest: Heather Dane, Jason Stein,

Welcome and Introductions

- Anne Davis from DDRS joined us for this meeting. Anne is director of the Bureau of Quality Improvement and will be working with First Steps.
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Approval of November 18, 2015 Minutes

Minutes were approved.

First Steps Updates from State

Dawn and Anne provided updates. There is a vacancy with the First Steps Coordinator/Part C position. The state is looking at the position as a whole and where the program needs to grow (e.g., expertise in finance, team growth and collaboration). The state is looking at this position and will take the time needed to find a suitable candidate. While there is no specific timeline, Dawn noted that 6 months would be an outside timeframe. The position is posted with a beginning salary of \$42,000/year, but Dawn noted that the salary is negotiable. In the meantime, Dawn and Anne will be more actively involved. Dawn will take a more active role with ongoing monitoring and the Annual Performance Report. Anne will take responsibility with the current rate study, the State Systemic Implementation Plan, and day-to-day responsibilities of managing First Steps and current staff.

Dawn noted that they will also focus efforts on formalizing ongoing policies and procedures in First Steps, and adopt a more formalized process for day-to-day management.

Anne Davis is new to First Steps but has been involved in special education for several years. As noted earlier, she will be working on the SSIP and its efforts to involve stakeholders as planning moves forward.

The Sequoia Rate Study analyses are complete and staff are reviewing the results and draft report. Publishing the results of the study may be postponed until additional work/analyses are conducted. A timeline wasn't given as it will take some time for a new contractor to obtain the data and analyses that the state is wanting. Sequoia conducted a time study, but there is a need to further look at rate studies and caseloads. The expanded rate study will look at funding issues for both SPOEs and providers.

Annual Performance Report

Dawn and Michael Conn-Powers presented a draft of the Annual Performance Report that is submitted to the federal government each February 1. A copy of the presentation slides is attached.

Adoption of the APR as the ICC's Report to the Governor

Traditionally, the ICC has adopted the APR as its annual report to the Governor's Office. It was moved and unanimously decided that this year's APR be adopted and presented to the Governor's Office for its 2015 report.

Change to 2016 ICC Meeting Schedule

There is a conflict with the proposed August 2016 meeting with the meeting room at Easter Seals Crossroad. The options were for the ICC to move their meeting back or forward one week, or to find another place. The ICC agreed to change its meeting to August 10 and will be at Easter Seals Crossroads.

The next meeting of the ICC is March 16.

Public Comment

No public comment

Adjourn

Meeting was adjourned at noon.