

Minutes
ICC Meeting
August 10, 2016

Present: Dawn Downer, Danny O'Neill, Donna Driscoll, Andrea Gilkison, Becky Haymond, Danny O'Neill, Shirley Payne, Cynthia Smith, Jamie Stormont-Smith, and Jim Vento, Kristy Wright

Absent: Ann Arvidson, Nicole Norvell, Christina Commons, Alex Peck, Jonathan Mattingly, Julie Smart,

Meeting was called to order at 10:15

Approval of May 18 Minutes

Minutes were approved

• First Steps Updates: Dawn Downer

- **Subcommittee Updates:** Dawn thanked chairs of subcommittees for starting quickly. They have formulated recommendations already. Additional committees may be formed as a result. Dawn is looking forward to making changes, but system changes require honoring of state processes. We need to be thoughtful, collect data, and then move forward. There are federal rules for changing policies. The ICC needs to pull together all the recommendations and do public hearings for everything at once so that we don't overwhelm the public, providers and our members. When we make those changes, what outcomes are we measuring to be sure we are seeing success. It all comes back to the vision and mission. Remember that child and family outcomes are the priority. Dawn asked that everyone hang in there.

- **Staffing:** Dawn and Maggie are currently the only state staff, Tina Hehli is continuing to provide work from Wisconsin as a subcontractor. Melissa Battin is also providing support with cost participation as a subcontractor. The program has permission to hire two additional people. The job descriptions will be focusing on Quality Review and Policy.

Sign up at IN.gov/fssa/ddrs for updates on DDRS.

- **Trainings:** UTS changed significantly leaving a lull in training for providers. We will be working with partners across the state and country to find opportunities. Ten new core trainings and several other new trainings opened at no cost through Infant Mental Health. Registration, certifications all at no cost. Dawn reiterated that the links for Training Central are in the Newsletter. We will be building our learning portfolio as a system, and each provider will be able to build their own portfolio to keep track of their own course work. The state will no longer be able to respond to requests for individual training records.

Federal law requires that we need to have scientifically-based service approaches. The Service Delivery and Training subcommittee will be addressing this issue for the long-term. The public is encouraged to submit ideas. Dawn asks that all trainings have a recognizable endorsement and a certificate available to prove completion. First Steps will not be tracking provider certificates. Jamie suggested that we provide early information to providers if service delivery is going to change, prior to any changes that will be made. Podcasts may be taking the place of newsletters.

Discussion was held on the vacant ICC positions. All recommendations need to go as a whole to be signed by the governor. Crossroads is welcome to fill Jim Ventos' position. An appointment is typically three years. Danny summed: the executive committee can't take action but can make recommendations that will get

sent to Gus Habig, legislative liaison. Becky recommended that we collect the names of the positions to be filled, the current appointees and how long they have been on the committee, and go from there. Staggered appointments should be one, two and three years to allow for natural turn-over. Personnel prep (colleges or universities) is an open position. Azar Hadadian may be a possibility. Michael Conn-Powers put forth the names of Megan Purcell at Purdue and Hannah Schertz at IU. Committee members will make further recommendations.

- **Data: Dawn Downer**

Over the past few months, there has been some data integrity issues identified. iSPOE data appears to accurately reflect what is being data entered. However, there are some issues with the profile reports. When data was converted from one system to another, data that is coming in is not as accurate as it should be. This means that we have three years of data that needs to be carefully looked at. In the new system, a new file is opened for returning children. The data warehouse is not calculating this correctly. This has impacted the child count and cost per child. Becky clarified that when a child leaves their file is terminated, so the newly entering child's file cannot be married to the old file. The 6/18 report is likely incorrect. The state will need to determine the degree of inaccuracy and then work with OSEP to correct three years of data. Andrea asked if there were repercussions, and Dawn said there should not be. We are graded on accurate and timely information, and which we did not do, however there would not be a "penalty".

Dawn handed out the QR report for the quarterly chart reviews. The SPOEs are making progress, but we still have work to do. Even in the red, we are so close (e.g. at 99% and we need to be 100%).

Cynthia asked about technical assistance for the SPOEs that are not achieving the desired standards. There has been discussion about the quality monitoring being housed at the state and the technical assistance be outsourced.

- **Subcommittee reports**

All committee meetings must be open door meetings and open to the public with a 48-hour notice being posted because they function under the auspices of the ICC. Can use conference calls with an open bridge, open webinars, Facebook Live. The difference is whether or not feedback is requested.

- **Provider Availability Subcommittee**--Donna Driscoll reporting

Members sent in issues to address. Biggest barrier is compensation. Committee recognizes that this is already being addressed but needed to restate its importance.

Issues identified:

1. rates & reimbursement

2. credentialing: recommended a change in the credential grid as an immediate positive change for provider retention

- 30-hour training is a policy that needs to stand

- Committee is asking the ICC to approve the elimination of the grid and send it back to committee for further clarification and simplification in reporting. This would apply to annual

credentialing. Initial credentialing still needs to report the competencies. Training Central has trainings that can be applied to each competency, or you can apply a course that you have already taken.

3. DT requirements seem to be a barrier to enrolling
4. Infant mental health endorsement may be helpful

The ICC voted to send the credentialing grid to the committee to revise as they see fit with the state's approval. They are asking that no further action be needed by the ICC. Unanimously approved.

Becky requested that this be rolled out state-wide and not piece-meal. Jamie requested that the question about being convicted of a crime be put in the black box on the Attestation Statement form. Dawn noted that it may need future changes

- **Service Delivery and Training Subcommittee**—Jamie Stormont-Smith reporting

A survey was drafted and read to the ICC. Jamie reported that we are in the exploration phase of the process. Based on the reading that she has done, we are currently building capacity in families.

She requested resources on birth to three, evidence based service delivery...she already has family engagement information. Dawn confirmed that we can reach out to other states for information.

Jamie requested permission to firm up the survey and roll it out. Becky asked about how it will be distributed. Dawn suggested that be attached to the current training newsletter. Suggestions were offered for a shorter survey. Michael Conn-Powers suggested using existing resources on the ICC.

- **Child and Family Assessment Subcommittee**—Clare Mann reporting

This committee has begun to look at intake questions, AEPS family assessment, and are working with Janet's questionnaire. Feedback will be given at next meeting.

- **Policies and Procedures Subcommittee**—Becky Haymond reporting

A review of what the state is currently doing has been done. The subcommittee looked at their role. The state would like support in deciding how to develop training regarding the new policies and procedures that come out. Role will be defined as needed.

- **Public Comment:**

Jim Vento was thanked for his time and service.

- **The meeting was adjourned**