

Early On® Redesign Staff Meeting
October 19, 2005
10:30-4:00 p.m.
MDE, Conference Room B

Minutes

Participants: Lindy Buch, Joan Blough, Reneé DeMars-Johnson, Lori Goike, Maureen Greer, Teresa Marvin, Michele McManus, Nancy Peeler, Dawn Ritter, Barb Schinderle, Vanessa Winborne

Results Team Meeting, October 20, 2005 (Day 4):

The goal for Day 4 is to keep participants focused on the outcomes and have them leave with a feeling their group produced a cohesive set of strategies.

A suggestion made for staff to post the strategies from their group on flip charts for easy viewing.

Fiscal Study:

Details of Karleen Goldhammer's contract will be finalized soon. In the meantime, work can be done gathering IFSPs so that once the contract is in place, the utilization piece can begin.

Parent Leadership Meeting October 25th:

Most invitees have RSVP'd and can attend the meeting. Barb will send a follow up invitation to Jocelyn Vanda from DHS and copy Dawn, who will also follow up with Jocelyn.

Lindy and Doug will co-facilitate the meeting.

The agenda will include:

Welcome by Lindy Buch and Doug Paterson

Introductions

Review outcomes for meeting from the invitation letter

Background of Parent leadership work done so far

- Parent Involvement Committee work- Nancy Peeler
- PLTI- Nancy Peeler
- PLP- Bryn Fortune
- Partners in Policymaking- Tamara Nelson
- Parent Participation Program- Mary Marin

Goals and Outcomes

- What do we expect across agencies to be different, what would be the change if we had this?
- Work backwards, starting with outcomes and make decisions about the model to get there.
- What can we get up and running soon?

Next Steps

- Decision about task force being convened
- Determine available interagency funds
- Propose timeline for work

Adjourn

State Performance Plan:

The timely services document/question will be posted Thursday. A cover letter will go to LICC parents asking for their input on this document. In the future, the database for LICC parent input will be in place. Parent will receive hard copy mailings of documents that are posted on the web. Teresa will monitor her voicemail box at the Arc to take parent comments.

Goals for today's work:

Get a sense of where 10/19/05 staff are on their indicator.
Identify data elements and next things that have to occur.

618 Data:

Allan Knapp joined the meeting. Discussion around Indicators 7 and 8 occurred. Additional data elements were generated. Lead staff took notes on their laptops pertaining to the indicators they are working on. When referring to EETRK, staff will use the term 618 Data Collection.

The data elements would be added on Indicator #1 under future activities. A lot of this leads to the data system calculating the primary setting rather than a person.

Data Elements:

1. Actual date of initiation of each service.
2. Fund source of each service.
3. Setting (location) of multiple services.
4. Frequency and intensity of service.
5. Provider of service (discipline).
6. Date of referral.
7. Date of evaluation/assessment.
8. Date of IFSP initiated.
9. Date of IFSP completed.
10. Reason eligible.
11. If established condition- ICD-9 code for diagnosis that makes child eligible.

12. All referrals entered into data system.
13. Date of notification to LEA.
14. Child outcome data (collect data at entry and exit- report if child has made progress, measuring from Time 1 to Time 2).

To Do List:

- Redesign staff will send Barb their sections of the SPP and it will be put into one document by October 27th. Cheryl Najm will be asked to review and edit the document.
- It will be shared and discussed with the Leadership Team on November 3rd, and their comments will be taken into consideration.
- Post the SPP on the website from November 4th through November 11th for public comment.
- Do the SICC mailing on November 4th and include the same version that is posted for public comment in the packet.
- Public comments will go to the redesign e-mail and forwarded to Maureen who will organize them by indicator.
- Staff will incorporate comments into the SPP.
- Send SICC members, electronically, the updated version of the SPP after November 16th meeting.
- SICC will be asked to support the SPP at the November 18th meeting.

Upcoming Meetings:

Redesign Staff meeting

November 2nd 9:00-3:00 p.m.

Lindy's house

5435 Amber Drive

East Lansing, MI

*Joan and Maureen will put together a process agenda for that meeting.

Redesign Staff/Leadership Team

November 3rd 9:00-12:00 Leadership Team

12:00- 4:00 Redesign staff

Michigan Association of School Boards

1001 Centennial Way

Conference Room A

(Off Creyts Road, right left of the Sheraton)

*Walk Leadership team through the SPP.

Redesign Staff meeting

November 16th 9:00-12:00 p.m.

MDE, Conference Room E

Redesign Staff meeting

November 17th 9:00-11:00 a.m., MDE, Conference Room B

11:00-4:00 p.m. MDE, SBE Room