

**Early On® Redesign Staff meeting**  
**Monday, August 8, 2005**  
**MDE, Video Conference Room, 4<sup>th</sup> Floor**  
**9:00 a.m.-12:00 p.m.**

**Minutes**

**Members Present:** Joan Blough, Lindy Buch, Julie Fitzgerald, Michael Gillespie, Lori Goike, Maureen Greer, Teresa Marvin, Mischele McManus, Nancy Peeler, Dawn Ritter, Barb Schinderle

**Members Absent:** Vanessa Winborne

**Communications:**

Lindy received public comments received by Jacque Thompson. Maureen will incorporate them.

Lindy shared that her charge is to integrate early childhood special education into the other early childhood activities. She will also work to improve communication between the Office of Early Childhood Education and Family Services and the Office of Special Education and Early Intervention Services. Improving communication was the number one Cause and Force identified at the stakeholder meeting, held April 22, 2005.

The result of the Redesign process needs to reflect the outcomes of the monitoring process. The *Early On* System Review monitoring process that was used in the past won't be continued, rather monitoring will be done by the new Continuous Improvement Monitoring System (CIMS) process.

**Day Two Agenda:**

The August 26, 2005 meeting will only be a half-day meeting, from 9:00 a.m.-12:00 p.m., for four of the seven groups who need more conversation about their indicators. There will not be a speaker for this day. Breakfast will be served. By having these four groups meet, everyone will be ready to begin Day 3 at the same place.

*Those groups are:*

Family Outcomes 1 & 3	Lori Goike
Family Outcome 2	Teresa Marvin

Family Outcome 5  
Child Outcome 2

Nancy Peeler  
Mischele McManus

*The remaining three groups will not meet on Aug. 26:*

Family Outcome 4  
Child Outcome 1  
Child Outcome 3

Dawn Ritter  
Joan Blough  
Vanessa Winborne

An additional date, October 20, 2005 will be added because Day 1 work was not completed. The location is to be determined. [The Hannah Center is the location.] Because there were so many indicators suggested during public comment, the work took longer to complete than originally anticipated.

Lee Ann Jung will be invited to speak on October 20, 2005 in the morning.

A conference call will take place, August 17, 2005 from 2:00-3:00 p.m. for all facilitators, staff and chairpersons to go over general information for the Results Teams.

Redesign staff members, whose groups are meeting August 26, will develop agendas with feedback from either Joan or Maureen.

### **Compilation of public comments:**

Joan compiled and categorized the comments and distributed them. Maureen and Mischele will write the introduction, reference the ECO Center, and address the factually inaccurate comments. It will then go to the Leadership Team for approval, and then be posted. Maureen will incorporate the general comments for each group into the document prior.

### **Other items for web posting:**

- Kathy Hebbeler's presentation from Day 1.
- The map showing representation of participants as well as those who submitted public comments.
- The pie chart showing representation of participants.
- The documents from the ECO Center on Child and Family Outcomes.

### **Finance Study Task Force:**

Laura Jensen Hunt, Jean Wassenar, and Jessica Dunquist will be invited to participate in the Fiscal Study Task Force. Each of these parents is knowledgeable about the financial picture at their ISD and would give the parent perspective as well. The meeting is August 22, 2005 from 10:00-3:00 at MDCH, Baker-Olin, conference room 1-C. Maureen will pick up Karleen Goldhammer from the airport. [The location was changed to MDE, conference room UP 3.]

### **Scan of the *Early On* System Strengths and Needs:**

Joan developed a document to be used when doing the environmental scan to help people focus at the system level. It contained several components. Redesign staff members were asked to review the components and give feedback at the August 17, 2005 meeting. The environmental scan would be done on the outcome rather than the indicator.

Joan will do a cross-walk between the document she developed, the 16 required components, and the Causes and Forces document.

### **Prevalence Task Force:**

During the August 17, 2005 Redesign Staff meeting, members will discuss a framework, identify participants, and determine how it will be carried forward and the work accomplished.

### **Leadership Team agenda:**

- Review all items from Day 1 for posting
- Update about Results Team meetings for Day 2, 3, and 4
- Fiscal Study Task Force

### **Resource Materials:**

Maureen shared several resource materials with the group.