

# Infant Toddler Coordinating Council Meeting Minutes

## February 1, 2019

9:00 am – 3:00 pm MST  
 Idaho Department of Health and Welfare  
 450 West State Street, Conference Room 7A  
 Boise, Idaho 83720

**ATTENDEES:** David Allen, Renee Charron, Christy Cronheim, Charlene Davis, Shannon Dunstan, Mary Gauthier, Hillary Haro, Carrie Hull, Sherry Iverson, Teresa Kross, Angela Lindig, Kathy McGill, Bryan Murray, Ellen Neff, Judy Neil, Emily Petersen, Omair Shamim, Mechelle Wilson.

**STAFF PRESENT:** Brande Gonzalez, Sue Harpold, Stephanie Perry, Margaret Odedo (recorder)

**EXCUSED/ABSENT:** Cindy Brock, Senator Fred Martin, Paula Mason, Suzanne Peck, Ericka Rupp

**GUESTS:** Vanessa Wise, Aubrie Hunt

Facilitator	Tasks/Topic	Discussion	Action Item
Carrie Hull	Welcome and Call to Order	Carrie Hull welcomed all members led an icebreaker activity that addressed zones of regulation and self-control.	
Carrie Hull	Review of Minutes	Carrie Hull reported that the November 2, 2019 minutes were approved at the November 26, 2018 ITCC Executive Committee Meeting.	
Carrie Hull	New Members	<p>Carrie asked each new member to introduce themselves and to provide background information on how they impact children in Idaho:</p> <ul style="list-style-type: none"> <li>• Honorable Judge Murray has been a judge for 26 years with a great deal of his work involving youth. He is also the Chairman of the Statewide Committee to Reduce Delays for Children in Foster Care.</li> <li>• Renee Charron currently joined the Department of Health and Welfare’s Family and Community Services and works within Foster Care.</li> <li>• Sherry Iverson is the current Director of St. Luke’s Children’s: Patient</li> </ul>	

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		and Family Services and is the Executive Director of the Idaho Chapter the American Academy of Pediatrics.	
Carrie Hull	Standing Committees	<p><u>Executive Committee</u> - Carrie Hull asked for confirmation of 2019 fall ITCC meeting dates and the following fall dates were discussed:</p> <ul style="list-style-type: none"> <li>• September meeting: the customary first Friday in September falls this year on the Friday after the Labor Day weekend and it was decided that this not be an optimal date. After discussion, September 13 was eliminated as a possibility and September 20 was identified as the date of the fall ITCC meeting.</li> <li>• November meeting: the first Friday in November was identified as the date. There was discussion about travel plans for members on October 31; after discussion, this was not identified as a barrier and so the meeting will be scheduled for November 1.</li> <li>• Policies and Procedures Committee - Angela Lindig reported that draft procedures for Council data review have been added to the Policies and Procedures and read the specific language that has been added. This will move the Council's Strategic Plan data use goal from the Strategic Plan so that it will be operationalized when this current plan ends and a new 5- year plan is created.</li> </ul> <p><u>Federal Accountability Committee</u> - David Allen reported that at the January 30 meeting, Brande Gonzalez from ITP provided an update on the State Systemic Improvement Plan accomplishments. As part of the Plan, ITP staff will provide social- emotional resources and training to staff in the demonstration sites. One of the resources provided will be <i>Meeting the Social Emotional Development Needs of Infants and Toddlers</i>. This document was created as a joint project of the New York State Early Intervention Coordinating Council and the New York Early Childhood Advisory Council. This document provides information on risk factors for atypical social emotional development and will serve as a resource for ITP staff. Later in the</p>	

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	<p>year this Committee plans to continue work previously initiated by EC3, examining referrals from Child Welfare to ITP to assure that we are meeting the requirements for the Child Abuse Prevention and Treatment Act (CAPTA) and the Individuals with Disabilities Act (IDEA) Part C. The next Committee meeting is May 1 at 11:00 MST.</p> <p><u>Transition Committee</u> - Omair Shamim reported that he and Shannon Dunstan have completed a webinar for school districts and Head Start. It can be found on the SDE Clearinghouse website. The Committee discussed the possibility of crafting a survey to assess the process of transition for children exiting ITP and entering their local school. The next Committee meeting will be held on 2/8/2019.</p> <p><u>Public Awareness Task Force</u> -Angela Lindig reported on the meeting held on 12/3/18. The Committee continued its discussion of strategies to be used at the May strategic planning to craft a public awareness plan for the Council.</p> <p><u>RECC Update</u> - Teresa Kross provided a written report with an update on RECC activities completed this year in each region. During the last monthly call the RECC Chairs discussed the information they received on homeless liaisons in their area and brainstormed ways to collect data on their outreach activities. The RECC Chairs may participate via WebEx at the ITCC May Council meeting. Additionally, they are looking at dates in June for their annual summer meeting.</p>	
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Carrie Hull	ITCC Strategic Planning May 2 - 3, 2019	Carrie briefly reviewed the strategic plan. Since the Council has accomplished most of the goals set last May, at the May meeting a 3-year strategic plan will be developed. Any remaining goals from the existing plan will be integrated into the new plan. Carrie asked that if members cannot attend, please send a representative. Representatives will not be able to vote, however.	
Stephanie Perry	EPSDT Update	Stephanie indicated that the EPSDT project has been closed and the monitoring phase has begun. They are tracking 15 data points to measure outcomes and program impacts of the project. These include service tracking, annual eligibility, customer service, average caseloads, waitlists, staff/contractor impact and turnover. <a href="Z:\ITCC\Meetings\2019\Meetings\Feb\EPSDT Update Presentation ITCC 2-1-19.pdf">Z:\ITCC\Meetings\2019\Meetings\Feb\EPSDT Update Presentation ITCC 2-1-19.pdf</a>	
Christy Cronheim	State Performance Plan and Annual Performance Report	Christy reviewed the State Performance Plan and Annual Performance Report that must be submitted each year. She provided a report that showed ITP's performance over the past year on the federal indicators, including timely services for children, children served in the natural environment, child outcomes, family outcomes, and our enrollment for children birth to one and birth to three. <a href="Z:\ITCC\Meetings\2019\Meetings\Feb\FFY 2017 SPP-APR.PPT">Z:\ITCC\Meetings\2019\Meetings\Feb\FFY 2017 SPP-APR.PPT</a>  The SPP/APR is due to the Office of Special Education Programs on February 1, 2019.	
	Educational Topics for May Meeting	Carrie reviewed potential topics for the May meeting which included: <ul style="list-style-type: none"> <li>• The NEAR (Neuroepigenetics at Home Toolkit)</li> <li>• YES Project (Youth Empowerment Services)</li> <li>• Aspects of child trauma</li> </ul>	
Brandie Gonzalez	SSIP Report	Brandie reviewed the SSIP goal, which is to increase the percentage of infants and toddlers exiting early intervention services who demonstrate improved positive social emotional skills, and updated the Council on recent activities: <ul style="list-style-type: none"> <li>• They have completed gathering and collating feedback from the</li> </ul>	

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		<p>pilot demonstration sites on their experience.</p> <ul style="list-style-type: none"> <li>• Developed training and knowledge checks to enhance staff/contractors understanding of social emotional development</li> <li>• Demonstration sites developed and implemented “re-training” plans to address areas of improvement from online and in person training.</li> </ul> <p><a href="Z:\ITCC\Meetings\2019 Meetings\Feb\SSIP Update 2-1-19.pdf">Z:\ITCC\Meetings\2019 Meetings\Feb\SSIP Update 2-1-19.pdf</a></p>	
Carol Young (via Webex)	Introduction to Aim Early Idaho and the Infant Mental Health Endorsement	<p>Carol provided and reviewed a written history of Aim Early Idaho. Aim Early Idaho has offered the Infant Mental Health Endorsement since 2010.</p> <p><a href="Z:\ITCC\Meetings\2019 Meetings\Feb\Aim Early Idaho History.pdf">Z:\ITCC\Meetings\2019 Meetings\Feb\Aim Early Idaho History.pdf</a> She also provided the Council with an overview of Infant and Early Childhood Mental Health, including the principles and practices as well as the benefits of Endorsement and reflective supervision and its importance.</p> <p><a href="Z:\ITCC\Meetings\2019 Meetings\Feb\Aim Early Idaho Handout.pdf">Z:\ITCC\Meetings\2019 Meetings\Feb\Aim Early Idaho Handout.pdf</a></p>	
	Member Collaboration Reports	Each member shared relevant information on their program activities and initiatives.	
Carrie Hull and Angela Lindig	Closing: Next meeting: May 2 and 3, 2019	Carrie announced the dates of the next meeting and asked members to think about goals for the next 3 years. Being no other business, the meeting adjourned at 2:58 p.m.	