



Minutes

Idaho Infant Toddler Coordinating Council Transition Committee

Date: 10/02/2018 Time 10:00-11:00 MST

Location: DHW 5th Floor Conference Room 5-A
1-877-820-7831 Passcode: 254584

Task/Topic	Discussion	Action Item
Welcome and Roll call of Committee Members	Omair Shamim, Chair, Christy Cronheim, Part C; Kathy McGill, Dept. of Insurance; Shannon Dunstan, Dept. of Ed, Melaine Shephard, ITP, Erin Bruce, MIECHV, Cindy Brock, Medicaid, Ericka Rupp, Child Care, Brande Gonzalez, ITP, Sue Harpold, Paula Mason, IESDB, Judy Neil, ITP, Margaret Odedo (Recorder).	
Follow up after the ITCC meeting	<p>ITCC Transition Subcommittee - Professional Development - Shannon reviewed information on a YouTube video that she and Christy Cronheim developed for a webinar training. It has been posted on the State Department of Education’s clearing house site at: https://idahotc.com/Topics/A-M/Early-Childhood?page11056=1&size11056=6). It was also presented at the New & Experienced Federal Director’s conference. Christy also sent the link out to our Hub leaders and Human Services Supervisors for them to share with our ITP staff and contractors. We may be adding this to our e-manual or add a training section on our website. Omair and Shannon are working on a similar project with an interagency agreement between Head Start and School districts. Omair noted that the agreement will have some changes according to the performance standard numbers. We will focus on some group interviews from Head Start and School district staff for input on what is working and what is not. Both will be incorporated into a video and the revised document. Shannon proposed that the timeline be adjusted to focus on the protocols to have some space on what the referral and timeline transition to Kindergarten might look like.</p> <p>Education and Outreach – Christy Cronheim would like to add a new goal around the ITP and MIECHV for a more combined effort of referrals. She recommended that we look at a joint policy statement between MIECHV and ITP. Omair felt that could work with Early Head start as well. Christy will look for the Statewide signed MOU between ITP and MIECHV. Shannon</p>	



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	<p>Dunstan suggested that a brochure be developed that talks about Early Childhood options that includes ITP, MIECHV, and Early Head Start. This should identify all the state and federal programs with some connections on how you would access them. Sue Harpold indicated that we do have a brochure.</p> <p>New Goal identified: ITP, MIECHV Collaboration</p> <ol style="list-style-type: none"> 1. Revising ITP e-manual to update brochure around different services and programs offered. 2. Provide some training to ITP service coordinator on the referral process to and from MIECHV. 3. Look at a larger process - joint policy statement, interview staff, identify needs, and then follow up to meet both requirements. 4. Survey – The goal is to do a staff survey on how things are working around the transition process. We would then craft a teacher survey to be created by Valarie. After further conversation it was suggested that we do a conceptional map at our next meeting and look at what the evaluation question is and the potential use of information. 	
<p>Update on a meeting between Head Start and CDC school district</p>	<p>Tabled</p>	
<p>Closing and date of next call</p>	<p>Meeting adjourned at 11:05 am. Margaret will send out a doodle pool to determine when by month meetings will take place.</p>	