



Minutes

Idaho Infant Toddler Coordinating Council Transition Committee

Date: 12/11/18 Time 10:30-12:00 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	<p>Omar Shamim, Chair; Christy Cronheim, Part C; Kathy McGill, Dept. of Insurance; Shannon Dunstan, Dept. of Ed, Cindy Brock, Medicaid, Ericka Rupp, Child Care, Paula Mason, IESDB, and Judy Neil, Service Provider. Excused: Erin Bruce, MIECHV Staff: Sue Harpold, ITP and Margaret Odedo (recorder).</p>	
Follow up after the ITCC meeting	<p>Omar began by asking the Committee if individuals would like to take the lead on different items to ensure that the work of the Committee is completed. He also felt that if the workload is more that the Committee can accomplish we can request the ITCC to help with some elements.</p>	
Follow up from last meeting	<p>Professional Development:</p> <ul style="list-style-type: none"> Christy and Shannon reiterated that the joint transition webinars have been completed and Shannon will be providing an additional training in March or April. 	



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	<ul style="list-style-type: none">• Omair and Shannon also completed a webinar for school districts and Head Start on November 6th, which can be found on the SDE clearing house at: https://idahotc.com/Topics/A-M/Early-Childhood?page11056=1&size11056=6. Shannon estimated that as to date eighty individuals signed up for training. Omair asked if she could provide him information on who the eighty individuals are. Regarding the Interagency agreement between Head Start Collaboration Office and SDE, some language on focus group interviews will be changed due to new protocols. <p>Education and Outreach</p> <ul style="list-style-type: none">• ITP and MIECHV:<ul style="list-style-type: none">• Christy and Erin have not had the opportunity to meet regarding additional collaboration. However, the State level interagency agreement was signed in 2017. The e-manual will need some updates and she will work with Erin to complete this task. Regarding a referral component and staff training with ITP and MIECHV, Christy felt that it will provide a better understanding of what each program does and could be wrapped into a staff training. Her next step will be to work with Erin to come up with what the training will encompass. <p>Suggestion by Shannon for brochure</p> <ul style="list-style-type: none">• Sue Harpold provided a brochure that region 4 RECC had developed when under the auspices of the Early Childhood Coordinating Council. Due to the changes from EC3 to ITCC and added a label “Early Childhood Education and Intervention Services” so that it can still be used. Omair asked if we want to adapt this for a statewide usage. Various feedback included:<ul style="list-style-type: none">• Provide a template of the brochure with all information in a usable format such as Publisher to all regions to make changes specific to their areas.• Add information on Live Better Idaho, 211, and Developmental Milestones.	
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	<ul style="list-style-type: none"> Finally, it was suggested to provide it to Healthy Connection staff to give to physicians and to Central District WIC to give out during visits. <p>Survey or Focus Group with Parents:</p> <ul style="list-style-type: none"> Conversation included what it would look like, questions to be asked, and how the survey could be delivered. Shannon felt that the survey would be a way to measure how we are doing regarding transition of children from ITP to the LEA from both perspectives and would us to see what we can improve upon. Additional thoughts from the committee for a parent survey consisted of timing of survey (do three months after post transition), having those working with the children help the parent complete, and hone in on one or two areas that are having challenges prior to a survey. After further discussion it was agreed that the committee will do a survey. Omaid and Margaret will develop a plan and send out to committee. 	
<p>Update on a meeting between Head Start and CDC school district</p>	<p>Omaid does not have an update with the Coeur d'Alene school district yet and will send out an email to see when he can meet with them.</p>	
<p>Closing and date of next call</p>	<p>Meeting adjourned at 12:00 pm. Margaret will find a new date and send out information.</p>	