

Michigan Interagency Coordinating Council (MIICC)
Early On[®] Michigan
(Part C of the Individuals with Disabilities Education Act)
Michigan Department of Education
608 W. Allegan Street, Lansing, MI 48909
State Board of Education Room, 4th Floor
Friday, May 20, 2016

Minutes

Members Present: Clare Brick, Barbara Corbin, Anne Dallaire, Sheri Falvay, Judy Goth-Owens, Lauren Heilman, Chandra Jones, Laura McKechnie, Nolana Nobles-Bandy, Stephanie Peters, Conny Raaymakers, Prachi Shah, Nicole Sodergren, Deana Strudwick

Members Absent: Susan Broman, Deb Canja, Senator Phil Pavlov, Colin Parks, Fred Williams

Alternates Present: Kristen Carmany, Reneé DeMars-Johnson, Melissa Epstein, Pamela Kies-Lowe

Staff Present: Laura Goldthwait, Rachel Harmon, Cheryl Najm, Colleen O'Connor, Barb Schinderle, Vanessa Winborne

Guests: Brad Gomoluch, Christina Kujawa

Grantees Present: *Early On* Training and Technical Assistance (EOT&TA): Christy Callahan, Allan Knapp, Victoria Meeder and Nancy Surbrook
Michigan Alliance for Families
Sandee Koski

Call to Order: Chairperson Barbara Corbin called the meeting to order at 9:30 a.m.

Introductions: Introductions were made and everyone was welcomed.

Approval of Minutes:

A motion was made by Sheri Falvay and supported by Melissa Epstein to approve the minutes.
Motion carried.

Approval of Agenda:

A motion was made by Reneé DeMars-Johnson and supported by Stephanie Peters to approve the agenda.

Motion carried.

Public Comment: None.

“Worth Mentioning” Activity:

A recommendation came from the Parent Involvement Committee to start each MICC meeting with an activity that keeps children and families at the heart of what we do, helps the MICC members, alternates, grantees, and staff get to know each other better, and allows others to understand the different perspectives that make up the MICC.

Rather than only the parents sharing their story at the beginning of each Council meeting, this would allow everyone in the room a chance to share so that it isn't always the parents being the only ones who share and make themselves vulnerable.

At each MICC meeting, two people will share why the work they do in early intervention is a passion of theirs. They may also include something they've done recently that they are proud of, why they like being part of the MICC, and what brings them to the table.

Barbara Corbin and Nicole Sodergren went first and their words were inspirational and well received. They will personally invite two others to share at the September meeting.

MICC Updates:

State Systemic Improvement Plan (SSIP) Submission

Annual Performance Report (APR) Indicator 11, also known as the SSIP, was submitted on time to the Office of Special Education Programs (OSEP). Phase III has now begun and work with the four pilot sites is underway.

APR Indicator 4

After APRs are submitted to OSEP, federal program officers briefly review them and give states a two-week grace period to respond to issues OSEP has questions about. The Michigan Department of Education (MDE) was asked to explain strategies used around Indicator 4 (Family Outcomes) to ensure the survey is representative of the *Early On* population. MDE worked with Wayne State University to further explain the process of ensuring the family survey is representative of the population. APR Indicator 4 was updated and resubmitted on time.

Several measures were undertaken this year and will be used again in future years to maximize the number of respondents, as well as to ensure adequate representation of child age, ethnicity, and eligibility throughout the state. Activities included:

1. Mailing parents a survey notification brochure, sharing the family survey results from last year, and explaining the procedures of the current study. In the brochure, the parents were also provided a 1-800 number that they could

call to refuse to participate in the study. The parents who refused were removed from subsequent contact lists.

2. Working with local *Early On* Coordinators to ensure the address list is up to date for each family.
3. Offering a toll free phone number with English, Spanish, and Arabic speaking interpreters for assistance in responding to the survey.
4. Offering an online option for completing the survey.
5. Sending post card reminders approximately two weeks after the survey was sent to families to those who have not yet completed the survey.
6. Calls to non-respondents made at different times of the day and of the week, including evenings and weekends. Interviewers were trained to ensure that appropriate consideration was given to cultural and ethnic diversity and that invasion of the family's privacy was minimal. Training also included measures to maintain the reliability of the data and to reduce bias in the data set.
7. For service areas with a lower response rate than the average, surveys were re-mailed and sometimes a second round of reminder postcards were mailed out, as well as increasing call attempts up to ten times.

State Plan Approved

OSEP approved Michigan's State Plan and it can be found on MDE's [Early On website](http://www.michigan.gov/earlyon) (www.michigan.gov/earlyon).

Michigan Mandatory Special Education (MMSE) Special Project

The 2013 Office of the Auditor General Report identified a finding that *Early On*-only children did not receive early intervention services as compared to children dually eligible for MMSE. Review of children's files in five intermediate school districts determined under identification of MMSE for birth to three. The field also reported difficulty in applying Michigan Administrative Rules for Special Education (MARSE) to the birth to three population. In July 2015, the Office of Great Start/Office of Special Education worked with expert stakeholders to develop guidance on how to apply MARSE in the Early Childhood Developmental Delay and Speech Language Impairment categories. The two documents have been developed and are currently being reviewed for completion.

Infant & Toddler Coordinators Association (ITCA) Fiscal Initiative Ad Hoc Committee

The MICC ITCA Finance Initiative Ad Hoc Committee is being chaired by Deborah Canja, Deputy General Counsel, Department of Insurance and Financial Services (DIFS). Membership includes representatives from state and intermediate school district level *Early On* staff, Medicaid staff from both MDE and Michigan Department of Health and Human Services (DHHS), Michigan Association of Administrators of Special Education (MAASE) Finance and Legislation Committee, Michigan's Children, *Early On* Foundation, and parents. The Committee has completed a Part C Finance Self-Assessment tool. Information from this self-assessment will be used in identifying strengths and areas for improvement in the current Part C finance infrastructure at both state and local levels. This will inform decisions about improvement plan recommendations. The committee has also reviewed early childhood funding streams listed in the *Great Start, Great*

Investment, Great Future report in order to identify potential partnerships for *Early On*. Meetings have been scheduled on a monthly basis to continue the work.

Clinton County RESA Presentation:

Christy Callahan, Nancy Surbrook, and Victoria Meeder shared information about the many projects their grant is involved with, including: *Early On* Training & Technical Assistance (EOT&TA), *Early On* Public Awareness, *Early On* Central Directory, *Early On* Center for Higher Education, *Early On* Michigan Foundation, Build Up Michigan, Clinton County Great Start Readiness Program (GSRP)/Head Start Intake, GSRP and Training & Technical Assistance, and the MMSE Special Project.

They developed the Office of Innovative Projects' Top 10 Priorities, which are:

10 Referral line: 1-800-*Early On*

Since October 1, 2015, they have received 8,600 referrals. A total of 13,153 referrals were received 10/1/14 to 9/30/15. Seventy percent are received online.

9 Faculty Support

This includes the *Early On* Faculty Colloquium, June 10, 2016 at the Kellogg Center, *Early On* Faculty mini grants (this year awarded to Sarah Douglas from Michigan State University, and Sharing our Stories.

8 Personnel Development (PD)

PD includes online trainings, in-person trainings, technical assistance (TA), Communities of Practice, special projects, the Essentials of *Early On*, and the *Early On* Conference.

7 Child Find

This work supports APR Indicators 5 and 6 which focus on the rate of identification for birth to 1 and birth to 3 children.

6 Technical Assistance (TA) for Compliance

This relates to continuous improvement SSIP monitoring and TA support for service areas that need assistance.

5 Systems Support/Systems Thinking

This work involves the Part C Fiscal Initiative/MICC Fiscal Ad Hoc Committee as well as alignment among Part C, 619, and other early childhood system partners.

4 Flint support

Support relates to public awareness, outreach, and referral using the 810-591-KIDS designated phone line, as well as support for PD related to expansion.

3 SSIP Data

This work is related to the Data workgroup and the strategies and activities which include increasing completeness and accuracy of Child Outcome Summary (COS) data in the Michigan Student Data System (MSDS) by providing support to pilot service areas.

2 SSIP Messaging

Support for the messaging campaign, communication with the other workgroups, and working closely with the pilot sites will take place.

1 SSIP Evidence-Based Practices

This will include:

- Researching reflective consultation models to build relationship-based support for families,
- Integrating COS into *Early On* process, and
- Improving quality of COS rating measurement.

SSIP Update:

Barb Schinderle shared a presentation highlighting information from Phases I and II of the SSIP. She talked about the focus of Phase III, which will involve working closely with the four pilot sites (Kalamazoo, Kent, Macomb, and Marquette-Alger) and implementing strategies for improving social and emotional development outcomes for infants, toddlers and their families.

Public Comment:

Deana Strudwick shared that four occupational therapists from her staff attended the feeding training in Midland. She received positive feedback that it was time and money well spent.

Adjourn:

A motion to adjourn was made by Sheri Falvay and supported by Stephanie Peters.

Motion carried.