

Approved Minutes

September 25, 2024 9:00 am to 12:00 pm

Zoom: <https://us02web.zoom.us/j/85065090511>

Meeting ID: 850 6509 0511

Anchor Location: 195 North 1950 West, Room 1019 A

Salt Lake City, Utah 84116

Attendees: Sondra Stegenga, Shannon Choate, Summer Gunn, Stephanie Morgan, Lisa Davenport, Dakota Matherly, Karen Borg, Marla Neff, Melinda Young, Jaime Douglas, Kelly Garcia, Calleen Kenney (attending for Esperanza Reyes), Shaun Mower, Leah Colburn, Chelsea Oaks, Kallie Stewart, Matthew Donahoo, Jeana Burgess, Mandy Zeschke, Jennifer Dailey-Provost, Aubrey Snyder (attending for Janis Ferre), Kristin Bennion, Pete Caldwell (attending for Leah Colburn), Melinda Young, Robert Palmer, Cynthia Crawford (ALS interpreter), Michelle Ryan (ALS interpreter).

Excused: Jaime Sellers, Whitney Fenech

Absent:

DHHS Team: Eliza Hintze, Tamara Hampton, Mykio Saracino, Heather Waters, Gregg Reed, Heidi Bell, Amber Petersen, Brandi Peterson

Guests: Clover Meaders, Carolyn Nauta, Cherice Mendez, Diane Lawson, Joseph Petersen, Leilie Lyon, Kristy Whiteside, Elizabeth Cave, Lupita Aguayo, Meghan Boyd, Melinda Linford, Michelle Burton, Natalie Carter, Rayanna Brunsman, Tammy Allred

Topic	Discussion
Welcome & Attendance Approval of Minutes	<p>Sondra Stegenga started the meeting at 9:05 am on Wednesday, September 25, 2024. A quorum was present.</p> <p>A motion to approve the May 22, 2024 minutes was made by Shaun Mower, seconded by Karen Borg. The minutes were approved unanimously as submitted by the present member.</p> <p>Overview of Baby Watch Early Intervention and Part C was given by Lisa Davenport.</p> <p>Attendee introductions were shared.</p>

<p>Open and Public Meeting Training</p>	<p>Proposal to change the November 27, 2024 meeting to December 3, 2024. The time will remain from 9:00-12:00. This proposal was accepted by the Council.</p> <p>Annual Open and Public Meetings Act Training was given by Clover Meaders, Assistant Attorney General.</p> <ul style="list-style-type: none"> Covered the purpose of the act, requirements to follow, and where to find the Open and Public Meeting Act <ul style="list-style-type: none"> Utah Code, Title 52, Chapter 4 (Open and Public Meetings Act.) Updates to Rule R380-42, regarding electronic meetings. What is required prior to the meeting, during the meeting, and upon completion of the meeting. <p>There are penalties for violations to the closed meeting portion.</p>
<p>Presentations</p>	<p>Annual Federal Reporting and General Supervision System Overview - Heather Waters, Heidi Bell, & Gregg Reed</p> <ul style="list-style-type: none"> <ul style="list-style-type: none"> Required by the federal Office of Special Education Programs to have a system of general supervision that monitors the implementation of Part C of the Individuals with Disabilities Education Act (IDEA). To improve early intervention results and functional outcomes for all infants and toddlers with disabilities. Review of all programs tri-annually, or a select number of EI programs annually. Annual program and fiscal review of all EI programs for implementation of state policies, IDEA requirements, federal regulations, identify possible areas of noncompliance and/or low performance, and mitigate potential risk. The Role of Stakeholders <ul style="list-style-type: none"> Advise Assist Influence Inform Components of Utah's Early Intervention System of General Supervision <ul style="list-style-type: none"> Policies, Procedures and Effective Implementation <ul style="list-style-type: none"> to ensure compliance to federal regulations and state Part C policy to ensure services are delivered by qualified personnel Integrated Monitoring Activities <ul style="list-style-type: none"> conducting focused monitoring provide contract monitoring

	<ul style="list-style-type: none"> ■ completing operational risk assessments for local EI programs ■ investigate a grievance or concern, response to reported or emerging issues, insufficient progress ○ Data on Process and Results ○ Improvement, Correction, Incentives & Sanctions ○ Effective Dispute Resolution ○ Data Trends and Targets ○ OSEP uses this information to determine if the state is meeting requirements, needs assistance, or needs intervention. ○ Baby Watch is Utah Part C lead agency, which oversees 14 local EI programs. ○ Reports annual to the Secretary of Education on <ul style="list-style-type: none"> ■ compliance ■ results ■ State Systemic Improvement Plan (SSIP) ■ IDEA Section 618 ○ SPP/APR Technical Resources are available to Baby Watch and the ICC (https://dasycenter.org/spp-apr-basics-what-you-need-to-know/) ○ Stakeholder Knowledge Toolkit (https://dasycenter.org/stateholder-knowledge-toolkit/) ○ Baby Watch Website (https://familyhealth.utah.gov/oec/baby-watch-early-intervention/) • Training and Technical Assistance <ul style="list-style-type: none"> ○ targeted and customized support by a professional with subject matter and adult learning knowledge ○ determine if training needs to be addressed/refined ○ enhance communication between the local EI programs and Baby Watch ○ provide continuing education in best practices in the field of early intervention. ○ individualize Improvement Plans for each local EI program ○ coaching and Communities of Practice (CoP) ○ in-service and virtual trainings
Break	10:37-10:53
Updates & Needs	<p>APR Indicator 11</p> <ul style="list-style-type: none"> • State Systemic Improvement Plan (SSIP) <ul style="list-style-type: none"> ○ 2013 US Department of Education implemented a revised

	<p>accountability system under IDEA</p> <ul style="list-style-type: none"> o Results Driven Accountability (RDA) o SSIP Teams: <ul style="list-style-type: none"> ■ Baby Watch Team (program manager, data team, education & compliance team) ■ Core Work Team (Baby Watch staff, ECTA staff, representatives of the SSIP Leadership Team (4 parents of a child with special needs)) ■ Leadership Team (Baby Watch staff, ECTA staff, state agency representatives, parent advocacy, ICC members, local EI program administrators and providers) ■ Broad Stakeholder Group (Baby Watch staff, ECTA staff, Bureau of Child Development staff, ICC members, all local EI administrators and providers) o SSIP: Phase I "Analysis" (2013-2015) was based on five components: <ul style="list-style-type: none"> ■ Data Analysis ■ Analysis of infrastructure to support improvement & build capacity ■ State-identified Measurable Result ■ Selection of improvement strategies ■ Theory of action o Local EI programs participated in a root cause analysis to address the identified SiMR. o Fishbone Analysis (six EI programs chose to participate) <ul style="list-style-type: none"> ■ Identified common causes for lower social-emotional development among children with diverse cultural backgrounds. <ul style="list-style-type: none"> • Culture • Socio economic status (SES) • Education level of the family • Early Intervention staff training • Evaluation tool o SSIP: Phase II "Plan" <ul style="list-style-type: none"> ■ Built on Phase I. Added infrastructure development, support for local EI programs and evaluation o SSIP: Phase III "Implementation and Evaluation" <ul style="list-style-type: none"> ■ Built on Phases I and II. Added results of ongoing evaluation and revisions to the SSIP. <p>• SiMR (State-identified Measurable Result)</p> <ul style="list-style-type: none"> o Substantially increase the rate of growth in positive
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	<p>social-emotional skills for culturally diverse infants and toddlers with disabilities in Utah by the time they exit Part C.</p> <ul style="list-style-type: none"> o APR Indicator 11 o Multi-year plan for improving results for infants and toddlers with disabilities and their families o Five focus areas of action developed based on input from stakeholders, needs assessment, and improvement strategies: <ul style="list-style-type: none"> ■ Assessment ■ Professional Development/Qualified personnel ■ Family engagement ■ Collaboration ■ Compliance and Quality Assurance • Stakeholder Work Groups: <ul style="list-style-type: none"> o Family Engagement and Collaboration (contact is Heather Waters at hwaters@utah.gov) o Compliance and Quality Assurance (contact is Heather Waters at hwaters@utah.gov) o Assessment (contact is Heidi Bell at hbelle@utah.gov) o Professional Development (contact is Eliza Hintze at ehintze@utah.gov) • What Baby Watch asks of the ICC: <ul style="list-style-type: none"> o To advise and assist Baby Watch in supporting and continuing to improve positive social-emotional growth for all infants and toddlers with disabilities by the time they exit Utah's Part C early intervention system.
<p>Subcommittee Update</p>	<p>Social Emotional Subcommittee (Summer Gunn)</p> <ul style="list-style-type: none"> • Did not engage in any specific work last year. Could support or pursue creating some parent information regarding the coaching principles in the Pyramid model (not calling it Pyramid Model). <p>Funding Subcommittee (Shaun Mower)</p> <ul style="list-style-type: none"> • Worked with USU and on the provider side to procure some additional funding. • Update on Building Block - Has been submitted to the Governor's Budget for consideration. We are limited on what can be shared at this time. It is considered confidential until we know if it makes it to the Governor's Budget. This usually happens in December. • Continuing to pursue those two avenues of funding. To assist with hiring and retaining staff. <p>Child Find Subcommittee has not met recently</p> <p>Stakeholder Subcommittee (Karen Borg)</p> <ul style="list-style-type: none"> • They have wrapped up and sent recommendations to Baby Watch

	<p>ICC Handbook (Summer Gunn)</p> <ul style="list-style-type: none"> • They are at a point where they have fully described what they intended to describe. • Next step is to decide if it should be adopted and shared with the public. This will be "owned" by the ICC, so that it can continue to be maintained and adapted when necessary. • This is more a guide on how ICC members interact vs. statutory language.
Community Partners Update	<p>Utah Parent Center: Calleen Kenney (for Esperanza Reyes)</p> <ul style="list-style-type: none"> • No update today <p>DHHS, Office of Early Childhood: Dakota Matherly</p> <ul style="list-style-type: none"> • Watch for new Home Visiting Programs you can work with. Two new ones have rolled out: <ul style="list-style-type: none"> ◦ Sacred Circle Health Systems (SCHS) ◦ Utah Navajo Health Systems (UNHS) • OSEP Audit coming up. • Updated Baby Watch Early Intervention Website. Now includes a map that will assist in finding which EI program can be contacted and if that county also has a Home Visiting Program. <p>Office of Childcare: Melinda Fabrizio</p> <ul style="list-style-type: none"> • No update at this time. <p>USDB: Karen Borg and Stephanie Morgan</p> <ul style="list-style-type: none"> • August 1, 2021, started screening referrals from EI colleagues for Neonatal Assessment for Vision European Grid (NAVEG) out of Venice. Concern that cortical or cerebral vision impairment cases were being received very, very late. In 2021, the daily enrollment was around 220. Today, the daily enrollment is about 265. This has been successful. • Received a call from Lego in France regarding the use of the Lego Braille Bricks. They wanted to film very young children using the Lego Braille Brick. It was recommended that they come to Utah. This was a great atta-boy moment on how USDB and the schools work together. <p>Children's Mental Health: Pete Caldwell (for Leah Colburn)</p> <ul style="list-style-type: none"> • Children's Center Early Childhood Conference November 21, 2024. More information can be found on their website (https://childrenscenterutah.org/). • Push to more intentionally focus on maternal mental health. Connecting with providers and getting more movement in that area.

	<p>Part B: Chelsea Oaks</p> <ul style="list-style-type: none"> • Also have an OSEP audit coming up. <p>Early Head Start: Kallie Stewart</p> <ul style="list-style-type: none"> • Have statewide data for Early Head Start: <ul style="list-style-type: none"> ◦ Dually enrolled 0-3 is 22.4% ◦ Dually enrolled 3-5 is 13.9% ◦ Dually enrolled Migrant and Seasonal is 12% ◦ Utah is hosting the Region 8 Head Start Conference November 5-8, 2024. Pre-conference on November 5th Bridges Out of Poverty simulation. Hosted at the Marriott City Creek Center. <p>LCPD: Aubrey Snyder (for Janis Ferre)</p> <ul style="list-style-type: none"> • Working on a funding request for the Pyramid Model. Specifically looking at funding for a coach in early childhood. • Addressing the wait list for services for people with disabilities. • Updating language for the Guardianship Bill of Rights. • Pharmacy accessibility
Public Comment	Guests and members of the public can participate in public comment using <i>loom's</i> Q&A feature.
Adjourn	<i>Motion to adjourn by Karen Borg, seconded by Marla Neff. Meeting adjourned at 11:51 am.</i>
Approved	<i>December 3, 2024</i>