

INTERAGENCY COORDINATING COUNCIL (ICC)



JUNE 4, 2015 MEETING MINUTES

MEMBERS/APPOINTEES PRESENT

Andrea Leon, Peggy O'Neill, Karen Lucero, Jim Copeland, Cynthia Mantegna, Samantha Yazzie, Sophie Bertrand, Nelli Calame, Cindy Faris, Sara Einfalt, Lourdes Vizcarra, Arlene Waters, Marc Kolman, Kathey Phoenix-Doyle, Paula Seanez

PROXIES PRESENT

Lourdes Vizcarra Proxy for Janis Gonzales, Amanda Barrett Proxy for Naomi Sandweiss

OVERVIEW

Peggy O'Neil welcomed ICC members and guests to the meeting and thanked the NM School for the Blind and Visually Impaired (NMSBVI) for hosting the meeting and providing the wonderful breakfast. She reviewed NMSBVI's facility rules and asked ICC members and guests to comply with the rules. Peggy asked for introductions. She asked for a motion to approve the meeting agenda as amended (moved the Lead Agency Report from the afternoon to 11:15 am). **MOTION: Arlene Waters made a motion to approve the meeting agenda as amended. Amanda Gibson-Smith seconded the motion. There were no objections or abstentions. The motion passed.**

NMSBVI PRESENTATION

Cindy Faris presented. She distributed NMSBVI information cards on how to prevent shaken babies. Cindy provides information and support to families of infants and children in UNMH or Presbyterian who are blind or visually impaired. She helps connect blind and visually impaired children to needed services. Cindy presented a PowerPoint presentation entitled *Riding the Wave, New Directions in the Field*. She initially developed the presentation to help remind staff of the importance and benefits of their services. NMSBVI is part of New Mexico's Video Demonstration Project. NMSBVI is producing videos that will be shown in New Mexico, other states, and internationally. Washington and Utah's state schools have been impacted by the work happening in New Mexico and have added staff positions. NMSBVI is writing a joint article with the Utah and Washington state schools. NMSBVI is using videos to demonstrate services in natural environments, quality home visits, reflective supervision and reflective practices, and to document children's assessment results and progress. Cindy reported that families like the videos. All families will receive a jump drive of their family's videos. Cindy discussed how she is using videos of home visits to provide supervision. Questions that she asks her staff about their home visits include: What is your plan? What is your goal for the visit? Cindy discussed two conferences that are coming to New Mexico: the Western Regional Conference and the National Literacy Conference. She encouraged attendance as these conferences will have presentations by experts in the fields of vision, hearing and literacy.

The NMSBVI is providing orientation and mobility training for blind children in the early intervention program. Cindy stated that the practice across the country is to not start orientation and mobility training until a blind child is five or six. Cindy discussed the importance of not waiting and starting orientation and mobility training early in order to help children be more independent, confident in their ability to move and explore their environment, and be safe. The NMSBVI Preschool is finding that children who had orientation and mobility training in early intervention come to school at age three with a better foundation. Cindy showed a wonderful video of a child from Hatch who was able to feed herself for the first time. Anna Otero Hatanaka stated a video such as this would give a very powerful message to the Legislature about the importance of early intervention services.

IFSP MODULE TRAINING RESULTS

Andrea Leon introduced Cathy Riley. Cathy is one of six training and technical assistance instructors at the Early Childhood Network (ECN) at the UNM Center for Development and Disability (CDD). Cathy discussed the four Individualized Family Service Plan (IFSP) Modules that were provided to early intervention programs across New Mexico from October of 2014 through mid-June of 2015. The four modules were developed to support the new FIT IFSP form that early intervention programs began using in September of 2014. The modules were also designed to address IFSP quality issues discovered during FIT Quality IFSP Reviews. A list of the IFSP quality issues found during IFSP Quality Reviews was distributed. The modules were provided on-site to 33 agencies. 73 individual module sessions were delivered. Video conferencing was used for MECA sites. CEUs and certificates were provided for each module. At each module training, an average of 25 people participated. NMSBVI and NMSD partners were invited to participate by area programs. Some of the FIT Regional Managers also participated. 800 to 900 people participated in the module trainings. Cathy distributed a description of the four modules. ECN and FIT decided on the content for the modules. A case study, video clips of a child and family, and a sample IFSP were used throughout the four modules. Four ECLN staff developed the modules: Cathy, Jen Brown, Michelle Staley and Cathie Koss. Each module included required follow-up activities. Cathy distributed a handout on the follow-up activities. The ECN team reviewed the evaluations and feedback from the trainers and made some adjustments to module content as needed. ECN also met with the FIT Regional Managers after the modules to discuss any needed follow-up for the managers' assigned programs. Module evaluations were overwhelmingly positive. Participants valued coming together as a staff and with their contractors. A lot of positive feedback was given regarding the module materials. Cathy stated the four modules will be turned into three modules and the modules will be available on-line. There is no determined launch date as yet. Starting this fall, ECN will be providing more on-site visits to programs to include IDA evaluator plans and the transdisciplinary team approach.

Comments / Questions:

- Sophie Bertrand - Modules and module follow-up activities are an excellent example of continuous quality improvement.
- Jonetta Pacias - Staff are better able to use the IFSP form and process to develop functional IFSPs.
- Grace Coca - Module handouts were very helpful, especially the crosswalks and the checklists. Really appreciated the functional flow (i.e. starting with the Routines Based Interview (RBI) and having each IFSP section build on previous sections).
- Amy Pickard - NAPPR had all four modules. Staff and contractors participated. Lots of great discussion.
- Sbicca Brodeur - Surprised at the number of contractors who attended.
- Sophie Bertrand - The modules started with the ICC's Forms Committee taking a look at the previous IFSP form and making recommendations for changes to the form. The Forms Committee members (ICC parents, ICC providers, early intervention providers, state agency folks, and ECN folks) worked collaboratively and this is a good example of continuous quality improvement at all levels.
- Robin Wells - Did all early intervention programs receive all four modules? Cathy Riley replied that only a handful of providers did not want all four modules.
- Jonetta Pacias - Some programs were encouraged to take all four modules.
- Sophie Bertrand - ECN was surprised that so many programs wanted all four modules.
- Robin Wells - Modules provided important information and the programs that received all four modules are more likely to have their staff be "doing the same thing using the same information".
- Cathy Riley - CEUs helped encourage participation.
- Sbicca Brodeur - Program directors supported contractor participation such as providing lunch, etc.

RACE TO THE TOP/TIERED QUALITY RATING & IMPROVEMENT SYSTEM (TQRIS)

Linda Askew and Thea Guerin presented. Thea Guerin showed the online newsletter she developed to help get FIT FOCUS information out and engage stakeholders in this statewide quality initiative. Thea developed the newsletter using Prez.com. A link to the newsletter will be emailed to list serves, etc. Viewers are able to control the speed of each frame, etc. ICC members and guests gave very positive feedback regarding the content and format of the newsletter.

Linda Askew highlighted the dates and activities completed which included:

- Video conference (May 1)
- FIT FOCUS Steering Committee Meeting with Rob Corso and Larry Edelman (May 2)
- IFSP Self-Assessment Validation Scale Training (May 11)
- Video Demonstration Project planning meeting (May 12)

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- Development of first FIT FOCUS newsletter (Presented today)
- Initial discussion with DaSY regarding IDEA/FERPA/HIPPA requirements for video consent (May 15)
- Video demonstration project monitoring meeting (May 28)

Linda stated almost every family uses their phone to take pictures of their child. FIT is working to understand the requirements regarding the use of these pictures. There is ongoing work on the FIT FOCUS document. The stakeholders group refined the indicators, and then the steering committee met to refine them further. Rob Corso and Larry Edelman provided a number of recommendations to make the indicators more functional and user friendly. The next stakeholders meeting is on hold until Andy Gomm returns. Peggy O'Neill asked about the timeline for the FIT FOCUS pilot sites. Linda replied there are decisions that need to be made but thinks the pilot sites will be rolled out this fall.

Thea Guerin said FIT is working collaboratively with different systems to make certain that each sector is not creating silos. Some consultants have been hired to help create a FIT FOCUS campaign. Linda Askew stated that cross sector meetings are going to result in changes and clarification of where each program intersects/does not intersect. What each system does will look different. FIT is not going to water the FIT system down in an attempt to match another sector.

Comments / Questions

- Cindy Mantegna - Asked if FIT was planning to meet with New Mexico parents regarding who owns the videotapes? Linda Askew replied that once FIT has the DaSY guidance, FIT will be prepared to meet with parents.
- Jim Copeland - It is only an issue if a parent tries to sue. We can have waivers, etc. but we also need to consider the possibility of data breaches if an agency is storing videos. Providers need a waiver of liability to protect their programs.
- Sophie Bertrand - UNM has an information security officer and security procedures are so restrictive that it is not functional anymore. Where is the middle ground?
- Linda Askew - Will add Jim's questions about the storage and transmission of videos to the list of questions for DaSY.
- Sbicca Brodeur - A number of programs are using video outside of FIT and the parents own and store their videos.
- Linda Askew - FIT knows in theory that if a parent initiates something we are protected but FIT needs clarification on this.
- Anna Otero Hatanaka - Asked if there will be additional monies to support the additional provider responsibilities. Linda Askew replied that FIT will provide some money for a person in each program to take the lead on TQRIS.
- Anna Otero Hatanaka - Asked if any ICC members were planning on attending J. Paul Taylor Task Force Meetings.

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- Sophie Bertrand - Kathey Phoenix-Doyle will represent the ICC at the J. Paul Taylor Task Force meetings. Jonetta Pacias will also attend the meetings to represent FIT.
- Anna Otero Hatanaka - The next meeting of the J. Paul Taylor Task Force is June 15, 2015 from 1:00 to 3:30 pm. The task force meets in the building on the southwest corner of University and Cesar Chavez. Anna has been trying to attend all the meetings. It is important to have ICC and FIT representation so that recommendations for changes to FIT are not made in isolation.
- Peggy O'Neill - Asked that the ICC Coordinator be informed of the J. Paul Taylor Task Force meeting dates so she can post them on the ICC List Serve.
- Anna Otero Hatanaka - The J. Paul Taylor Task Force is comprised of twenty to thirty people. Terra Ford is leading the task force. Terra is an attorney specializing in children's issues. The task force also includes a member of the LFC. It is critically important for FIT to have a strong presence at the meetings.
- Marc Kolman - Asked about coordination with Race to the Top and the J. Paul Taylor Task Force. Marc stated he would focus on this.
- Nelli Calame - Asked if FIT receives Race to the Top funding. Linda Askew replied FIT is receiving Race to the Top funding. Sophie Bertrand stated Race to the Top funding is to be used to support systems, not services.
- Linda Askew - In Race to the Top, FIT is not just adding on responsibilities, FIT is looking at how we do the work.
- Peggy O'Neill - We all agree that Race to the Top can enrich our services. The question is how can providers continue to keep their doors open with more responsibilities and insufficient funding.
- Kathey Phoenix-Doyle - The pilots will let us know the fiscal impact, if any.
- Marc Kolman - The DOH is considering using Race to the Top funding to conduct a rate study.
- Anna Otero Hatanaka - Asked if the money that it would cost to fund a rate study could be used to increase existing rates. Marc Kolman replied that Race to the Top funds cannot be used to pay for services.

LEAD AGENCY REPORT

Marc Kolman reported for Andy Gomm. Marc stated he is an ICC member representing the lead agency. Marc distributed copies of the Lead Agency Report. He highlighted report information that included:

- Private insurance revenues increased by \$400,000 this year and next fiscal year.
- Medicaid retroactive claiming was just emailed a few days ago.
- Still waiting for DDSD to provide the figures on monthly expenditures per child.
- Number of children referred each month.
- Number of children served birth to one and birth to three.
- Ethnicity breakdown and tribal participation.
- FIT eligibility categories.

Comments / Questions:

- Anna Otero Hatanaka - Asked if the report on FY15 funding included the \$450,000 from the legislature? Jim Copeland replied the DOH is saying that only \$150,000 of the \$450,000 is new money. The other \$300,000 will come from DOH monies.
- Marc Kolman - The \$450,000 will result in about \$1,000,000 of additional funding.
- Jim Copeland - Asked what the 300 section of the budget is. Marc Kolman replied that sections 300 and 400 are regarding operating contract and providers.
- Jim Copeland - Stated the private insurance revenues should be directed to FIT services.
- Nellie Calame - Asked about the \$25,000,000 Race to the Top funding that New Mexico is receiving.
- Marc Kolman - PED manages the Race to the Top grant. FIT receives a portion of the grant funding.
- Marc Kolman - Has been working with the Administrative Supports Bureau to get providers paid. DDS invoices were recently cut and checks should be sent in a couple of weeks.
- Cathy Riley - From the Pueblo of Acoma and interested in the number of children served by tribe. She is concerned about the low of number of native children receiving FIT services, especially in the tribes up north. Cathy offered her support in coming up with strategies to identify and serve native children.
- Anna Otero Hatanaka - Confused about the FY14 and FY15 budget numbers. Anna asked about the \$4,000,000 provided by legislature last year to cover the FIT deficit. Marc Kolman replied that he did not have the answer but would find out. Anna requested that the answer be provided by the next ICC meeting.
- Peggy O'Neill requested that Albert Ericson come to the November ICC meeting to train the ICC on how to understand the Lead Agency Report.

ICC PARENT PANEL

Katie - Katie is a pediatric nurse. Her daughters, Anna and Piper, are in early intervention. Her first daughter, Anna, had a brain injury from lack of oxygen. Anna's NICU doctors stressed the importance of early intervention services but did not provide a referral. Katie asked about early intervention at several follow-up appointments and was provided with a list of area early intervention providers. She contacted a few agencies but did not hear back. At the gym, an early intervention provider approached Katie and asked if her daughter was in early intervention. This contact started the process for the family. The early intervention program responded quickly and an evaluation was scheduled in two weeks. IFSP outcomes are appropriate for their daughters and family. The family involvement role is "so wonderful". The providers listen to and address Katie's concerns. Services are added if needed. Anna has a cortical visual impairment, brain injury and cerebral palsy. Anna is doing well. She participates in a play group at NMSBVI. Anna just turned two and the program is preparing the family for Anna's transition. Katie stated she wished all FIT children and their parents could participate in a play group.

Questions/Comments

- Sophie Bertrand - Surprised no information about early intervention was provided before you left the hospital. Anna is receiving a lot of services. What do her services look like and do your service providers consult with each other? Katie replied that Anna has seven services that include massage therapy and occupational therapy. Katie didn't know if Anna's service providers consult with each other but the providers do co-visits. Katie stated Piper's service providers do talk to each other because Katie had postpartum depression after Piper was born. Piper has a "mild" developmental delay.
- Cindy Faris - "This is a system's issue for the ICC to address. It is disgusting to not call a parent back".
- Peggy O'Neill - Asked if Katie still had the list of the programs she contacted. Katie replied that she no longer remembered which programs but she had contacted two.

Heidi - Abrianna is Heidi's great niece. Abrianna's mother has difficulties with drugs and alcohol. Abrianna has a G-tube, a cortical vision impairment, and diagnosed as failure to thrive. She has had heart and intestine surgery. When a nurse came to check Abrianna's weight, the nurse suggested that Heidi contact an early intervention program. Our service provider was "awesome." Our family service coordinator explained all the paperwork. We learned so much about Abrianna when we reviewed the evaluation report with our family service coordinator. The IFSP meeting was "great". We learned so many strategies from the physical therapist. Abrianna attended the play group here at NMSBVI for one year. We attended a special class and made texture books which help children with cortical vision impairment. For example, you can take a picture out of a book, put the picture on a black background, and use a flashlight to help Abrianna see the picture. We are so fortunate to have had all the right therapists. Transition was "wonderful." Abrianna is going to the NMSBVI preschool. The NMSBVI principal came to the transition meeting. We learned how to do research on Abrianna's conditions and we have learned so much. Abrianna will be four in July. She is doing well.

- Anna Otero Hatanaka - Thanked both parents for sharing. We need parents to speak in front of legislative committees which will start meeting in June. Your testimony would help us get more needed funding. PRO will have the information. You can Google the NM Legislature and click on committees such as the Legislative Health and Human Services Committee. Even if the FIT Program is not on a committee's agenda, you can speak during the public comment period. If you don't know who your state representatives are, you can contact the county clerk, tell the clerk where you live, and the clerk can tell you their names.
- Cindy Faris - Children can attend the NMSBVI transition play group around two years of age. Activities include motor for about one and one half hours and snack.
- Sophie Bertrand - Asked about the paperwork. Is it too much? Heidi replied that they needed the paperwork. They received a paper at the end of every visit and "loved it." I have all the handouts and paperwork filed in a notebook. We needed to know Abrianna's

developmental levels and how to help her. We didn't think the paperwork was difficult because our family service coordinator explained all of it.

ICC PARENT PANEL REFLECTION

ICC member reflection on the Parent Panel was as follows:

- In the past, the protocol was that ICC members would not comment in response to parent input. Clarifying questions could be asked.
- The ICC is looking to identify system's issues such as when multiple parent panel members report similar issues.
- All agencies have the responsibility of responding to parent calls.
- Need current protocol for how ICC responds to parents during Parent Panels.
- ICC Parent Panels are not the format in which to ask the parents to do legislative advocacy.
- Heard positive input on what is working.
- How can we effectively share information with parents of newborns (in hospital, in NICU, when they call programs, etc.)?
- Difficult for parents to distinguish between FIT staff and hospital staff.
- Parents rely on child's physician for information.
- Need more effective outreach to NICUs.
- There was an effective past memorial that created a task force that included physicians and discussion on how to enroll children in early intervention.
- Age of entry into FIT is lower but still needs improvement.
- PRO doing an excellent job of selecting parents for ICC Parent Panels.
- PRO confirms two to three parents for each panel. Parents usually come from the host agencies. ICC Coordinator sends a parent information packet that PRO shares with parent panel members. Packet consists of: cover letter that asks parents to discuss their experience with FIT services that they are comfortable sharing, meeting agenda, driving directions to meeting location, list of current ICC members. ICC parent panel members receive a \$50.00 stipend, round trip mileage and are asked to join the ICC for lunch.
- Important for ICC to hear issues.
- Need to hear from parents of at-risk children.
- Play groups provide important benefits to children/families.
- Learned that a referral to FIT from CYFD did not happen as it should have.
- Need for ongoing statewide training for CYFD workers on FIT services.
- Staff changes at CYFD may impact needed FIT referrals.
- CYFD referrals are going down. Could this be related to Home Visiting referrals going up?
- Referral sources need to be able to distinguish between when children should be referred to Home Visiting and when children should be referred to FIT.
- Can Race to the Top funding be used to market why, when and how to make referrals to FIT?
- Parent Panel from April ICC meeting identified a need for DD Waiver information. This information can be developed and posted on websites but a list of questions regarding the

DD Waiver are needed. Andrea Segura will work with PRO to obtain the most frequently asked DD Waiver questions.

ICC COMMITTEE REPORTS

Peggy O'Neill asked Committee Chairs to highlight their written reports and only cover in depth issues in which they need ICC input or endorsement.

Quality Committee

Cindy Mantegna, Quality Committee Chair, reported and highlighted the work accomplished since the last ICC meeting. The committee has met twice since the last ICC meeting. The Quality Committee is part of the Race to the Top Stakeholders Group. Kathey Phoenix-Doyle will head the work group work focusing on streamlining processes related to intake, eligibility determination/annual redetermination, transfer, transition, and documentation of visits. Linda Askew is now the FIT person assigned to the committee.

Forms & Processes Review Committee

Sara Einfalt reported. Committee has met once since the last ICC meeting to clean-up some work.

ICC Finance & Funding Committee

Jim Copeland reported. The Finance Committee met via teleconference on May 12, 2015 to provide input to the FIT Program related to the rate increases from the \$450,000 legislative appropriation. The Committee made the following recommendations: Increase the Service Coordination rate from \$158.20 to \$160 per unit; increase the Home and Community Individual rate from \$26.25 per $\frac{1}{4}$ unit to \$27.00 per $\frac{1}{4}$ unit; and increase the Comprehensive Multidisciplinary Evaluation rate from \$625 to \$630 per unit.

Questions/Comments

- Robin Wells - Asked about the rate study being proposed by DOH.
- Marc Kolman - The 2003 Rate Study is so old it is embarrassing to go to the Legislature and quote those rates.
- Robin Wells - Instead of funding a Rate Study, can the DOH use the funds for one time purchases such as video cameras?

Qualified Workforce

Robin Wells reported. T.E.A.C.H. Scholarship monies as well as Incentives funding are available to support the current workforce in gaining additional knowledge in infant/toddler and family studies. T.E.A.C.H. pays 80%. FIT is reluctant to require education for Developmental Specialists. Robin asked the ICC to consider two recommendations:

1. FIT Program to require that DS I (Basic and Advanced) pursue the ECE degree pathway for Birth through PreK (non-licensure) or the Family Infant Toddler Studies degree

pathway and this be written in the individual's Individualized Professional Development Plan (IPDP).

2. FIT Program to require that individual's seeking a DS II level of certification be hired with a Bachelor's degree in ECE or related fields of speech/language pathology, occupational therapy, physical therapy, social work, and the IPDP will include (if deemed beneficial) the content area coursework of the Family Infant/Toddler Studies degree pathway (AA and/or Bachelor level content courses.) Advancement to DS III would require a Master's degree in Early Childhood, Early Childhood Special Education, or infant/family studies.

Comments/Questions:

- Cindy Mantegna - OTs, PTs, SLPs don't get a Development Specialist (DS) certification unless they work 40% of the time as a DS.
- Karen Lucero - If a person is contracted as a DS, then the person has to have DS certification.
- Anna Otero Hatanaka - What is the IPDA? Answer: Individualized Professional Development Plan.
- Robin Wells - T.E.A.C.H. scholarships will pay for 80% of the coursework taken. Incentives program may only be for people in classroom.
- Sophie Bertrand - One of the essential elements in Race to the Top is professional development. The ICC Quality Committee and some other folks are looking at all of the essential elements including professional development. One of the hard things to accomplish when building a system with moving parts is to make certain we are all moving in the same direction.
- Peggy O'Neill - The reality of programs in rural areas is that we are lucky if we get anyone to even apply for open positions. As much as we would like to be choosy about who to hire, we don't always have that luxury.
- Jim Copeland - Our very best employee has a bachelor's in criminology. Programs spend up to six months training new personnel. We need to be able to hire people to fill our positions. We already provide training for them.
- Cindy Faris - If classes are available and free, people usually want to take advantage of them. I tell my people "if they want the job, they will take these free classes." I want people to understand the work they are doing. This is a quality issue. We should have expectations for the people we hire. We put this requirement in our hiring expectations.
- Kathey Phoenix-Doyle - Who pays for the books?
- Robin Wells - T.E.A.C. H. pays for 80% of the coursework, payment can include books. The other 20% is paid by the agency. Race to the Top monies will cover books until 2017.
- Kathey Phoenix-Doyle - Agencies do care and want to hire competent staff. The school systems do take our staff. We have a strong mentoring/shadowing program and some employees do better without an early childhood degree. These recommendations state that people have to come to us with classes or a degree. Some classes and professors are better

than others and the classes don't ensure competence. We will still have to provide new staff with training.

- Robin Wells - Suggested that the Qualified Workforce Committee disband.
- Kathey Phoenix-Doyle - The four IFSP modules are well-developed and provided face to face training. Race to the Top should help to address our personnel issues. We need to start building from where we are at today. In our program, three people are using T.E.A.C.H. funds.
- Samantha Yazzie - I have an elementary education degree and my child went through early intervention. We have to start with what we have. Right now, agencies are struggling to interview and hire staff. I ran a day care in the past and I understand the difficulty in finding and keeping qualified staff.
- Amanda Barret - ECE degrees do not contain coursework in early intervention. We want to find people with passion for the work.
- Cathy Riley - Appreciates Dr. Wells for continuing to carry the banner. Important for people in the workforce to understand basic child development. Staff are making major eligibility decisions about children. A sound knowledge base effects everything such as being able to develop good IFSPs. Staff need to know and understand what typically developing children do to understand what non-typically developing do. My agency, Alta Mira supported me in going back to school to get my masters in early childhood special education. We can teach rules, the mechanics of how to fill out forms, but staff need financial support and program support to gain the understanding of basic child development needed. As a state, we should not set the bar so low.
- Sophie Bertrand - Robin has been working alone trying to accomplish her committee's tasks. These are important issues and we need some focused energy. How can we come together to move us forward? In-service training is not enough. People need the background.
- Peggy O'Neill - Has a degree in psychology. When looking at the status of early intervention programs, they fall at the bottom on Maslow's Hierarchy of Needs. Early intervention programs can't find and can't maintain staff because these staff cannot make a living on the wages paid. Programs could accomplish so much with adequate funding.
- Cindy Faris - Courses and books are free. "Hire people and make them take the free courses."
- Jim Copeland - If employees are required to go to school, the Department of Labor will require us to pay them their rate while they attend classes.
- Kathey Phoenix-Doyle - The Qualified Workforce Committee should continue but Robin can't be a one person committee. The committee's recommendations are the ideal goal but we need a second goal that helps us consider our current workforce. It took Head Start ten years to accomplish something similar.
- Cindy Mantegna - Suggested that the Qualified Workforce Committee join with the Quality Committee.
- Kathey Phoenix-Doyle - Agrees with Cindy's suggestions.

MOTION: *Cindy Mantegna made a motion that the Qualified Workforce Committee will join with the Quality Committee. Cindy Fars seconded the motion. There were no objections or abstentions. The motion passed.* Jonetta Pacias stated Yvette Dominguez was the FIT person assigned to the Qualified Workforce Committee. Yvette will need to be informed that workforce has joined with quality and she will need to know if her role ends or continues.

Communication Subcommittee

Kathey Phoenix-Doyle reported. The Communication Subcommittee will meet on June 19, 2015. The subcommittee will only meet once and will develop recommendations at that meeting.

Interagency Coordinating Committee

Karen Ziegler has taken a new position at another state agency and has resigned from the ICC. The committee has not met since the last ICC meeting.

MOTION: *Cindy Faris made a motion to approve the Committee Action Plans. Amanda Gibson-Smith seconded the motion. There were no objections or abstentions. The motion passed.*

ANNOUNCEMENTS

The ICC Retreat will be held at the Inn at Cloudcroft on October 1-2.

Anna Otero Hatanaka requested that Howie Morales be invited to the November ICC meeting.

FIT Annual Meeting registration ends at 5:00 pm today.

The FIT secretary has resigned.

MOTION: *Jim Copeland made a motion to adjourn the meeting. Amanda Gibson-Smith seconded the motion. There were no objections or abstentions. The motion passed. The meeting was adjourned at 3:00 pm.*

FOLLOW-UP MEETING RECOMMENDATIONS / TASKS

RECOMMENDATIONS/TASKS for FIT PROGRAM	STATUS
Albert Ericson to provide training on how to understand Lead Agency report	
Status of \$4,000,000 from Legislature last year to address FIT deficit.	

RECOMMENDATIONS/TASKS for ICC COMMITTEES or ICC Members	STATUS
ICC Executive Committee to invite Senator Howie Morales to the November ICC meeting.	
ICC Executive Committee to develop protocol for how to respond to ICC Parent Panel Input.	
ICC Executive Committee to request parents of at-risk children for ICC Parent Panels.	
ICC Qualified Workforce Committee join with the Quality Committee.	