

Early Intervention Advisory Council and Stakeholder Meeting

Meeting Minutes

August 7, 2018

I. Call to order

II. Roll Call

*Valerie Alloy, Carrie Beier, *Kellie Brown, Melissa Ward-Brown, Mary Ann Campbell, Kim Christensen, *Jessica Cray, Cindy Davis, Nathan DeDino, *Icilda Dickerson, *Christine Dobrovich, *Jessica Dumas, Diane Fox, Laura Friedman, Brenda George, Parm Hamer, Taylor Hammond, Earnestine Hargett, Chadd Hibbs, Bonnie Hubbard-Nicosia, *Sophie Hubbell, Susan Jones, Jennifer Kinney, Kelli Lanzot, Julie Litt, *Lori Mago, Karen Mintzer, Lori Myers, *Jennifer Ottley, Shelly Palumbo, Stefanie Post, Michele Price, Jenni Remeis, Erin Simmons, Jessica Smith, Pam Stephens, Kay Treanor, Melissa Ward-Brown, Susannah Wayland, Lisa Welsh, Jane Whyde, Courtney Yantes,

III. Approval of minutes from last meeting

IV. Open issues

a) Introductions and DODD updates

FFY16 Determination: Nathan DeDino informed the group that Ohio received the highest possible determination from OSEP, Meets Requirements, for the second year in a row. He explained that the determinations are based on both compliance data and child outcomes data. DeDino also thanked the local programs, noting that it is the hard work at the local level that really drives the state's determination.

State Systemic Improvement Plan: DeDino stated that Ohio's Phase III, Year 2 SSIP was submitted on March 23. He informed the group that Ohio's state lead had reached out the day before regarding this submission, and that DODD would hopefully be receiving feedback soon that we can share with the stakeholders at the November 2018 meeting.

Transition of Central Intake Vendors: DeDino stated that while there have been a few bumps in the road, the transition of Central Intake vendors has, overall, been going very smoothly. He mentioned that as of that morning, the referral and child counts from July had been posted on the EI website and that there had not been a decline in referrals. He indicated there had actually been an increase in referrals statewide and that DODD was looking into any particular county that happened to experience a significant decline in referrals.

Central Intake Data entered in EIDS: DeDino reminded the group that Central Intake has been entering all Central Intake data related to EI directly in EIDS since July, and that a data transfer from Early Track is no longer happening. He indicated that there were a few residual issues related to the data transfer, but those have been mostly resolved. He also mentioned that a couple new features, including the ability to upload documents directly into child records and the

addition of two new reports, were introduced with the Central Intake piece of the application went live.

Family Section of Website: DeDino reminded the group that the May 2018 meeting had included a review of the draft family page of the EI website. The final version was launched in June. He indicated that while DODD is happy with the way this page turned out, the department is seeking additional feedback.

Technical Assistance Updates: Diane Fox indicated that the most prevalent TA questions of late have been in regard to identifying a parent, the IFSP process, and the SOP.

Training Updates: Fox provided an overview of “Donuts with Di” as well as the topics that have been covered thus far. She explained that Dr. Gallen would be participating on the August 23 “Donuts with Di” from 10 to 11:30 a.m. regarding the opioid crisis. She also informed the group that one of the most exciting things going on related to training is the Newborn Behavioral Observation certification training. She indicated that around 130 people, in total, will be trained to start.

b) New EI Rules

DeDino mentioned that the group had discussed the new EI rules at the May 2018 meeting and that not much has changed since then, as the focus for the few months in between the meetings had primarily been on the forms. He explained that as the forms were being drafted, adjustments had also been needed to the rules, but no substantive changes had been made. He informed the group that DODD was still planning to implement the new rules in January. He indicated that DODD had worked with great, dedicated work groups for all of the rules and forms, and together had made a great deal of progress in the last nine months. He mentioned that the feedback received from the advisory council and stakeholder group had been to make sure the rules were extremely clear, which has been a guiding principle in working through the new rules and forms.

c) New IFSP Form

Fox explained that the IFSP form is the most important document in EI. She indicated that DODD intended to only make minor changes to the existing form, but ended up making a lot of changes in order to ensure the form is right. DODD, along with the forms work group, worked with the priorities of making the IFSP the family’s document and accurately reflecting the IFSP process. Fox informed the group that DODD had elicited feedback, analyzed data, and reviewed IFSPs from every county. She stated that the form is currently being piloted. She indicated that feedback is being collected through the end of August and the forms workgroup will go through every comment received.

d) Principles of Service Coordination Course

Fox provided an introduction regarding DODD’s plan for a new course being specifically designed for Service Coordinators. She explained that through the SOSOC process, Service Coordinators indicated they need more training and that they are struggling with their role because they have not been supported. Fox acknowledged that the current one-day training for Service Coordinators is not sufficient as Service Coordinators are mandated to implement ten separate responsibilities. Fox indicated that DODD believes strong service coordination is the

key to a strong EI program. She explained that to address the identified issues and better support Service Coordinators in Ohio, DODD is building a comprehensive course for Service Coordinators that is in line with the core competencies, Ohio's Mission and Key Principles, and the DEC recommended practices.

Lori Myers and Kelli Lanzot provided a more detailed overview of how the course was developed and what it will look like. They explained that there will be eight different modules with several different components and activities in many different formats to be responsive to all adult learning styles. There was discussion in the group as to how long folks would have to complete the course, whether it would be required for all SCs or just new ones, and whether there would be alerts or other mechanisms to ensure folks are staying on track with the course. The group was informed that decisions have not been made regarding these concepts, and that DODD would be interested in their feedback through the activity that followed.

e) Small Group Discussions

Stakeholders broke up into small groups to discuss both the Service Coordinator Course and the IFSP form and provide their feedback. They shared what they considered to be their most important ideas and suggestions, which are summarized subsequently.

Service Coordinator Course: Each group reviewed and provided suggestions related to supervisor oversight, course content, course timeline, qualities of a high quality Service Coordinator, and how to utilize the course with experienced SCs. Regarding supervisor oversight, the group indicated it would be important to be able to track progress and ensure accountability, specifically suggesting having a dashboard available and building in alerts about progress, that the course should be flexible for "seasoned" SCs, and that it would be helpful to have an annual refresher via a facilitated webinar. Suggestions related to the course content included to make the course self-paced, ensure it is organized, to keep multiple formats, and to pilot the course. In regard to the timeline, the majority of people thought one year was an appropriate amount of time, with several people suggesting 18 months. The following were mentioned when describing a high quality Service Coordinator: knowledge/confidence, nonjudgmental/active listener, empathetic, having access to resources about infant and toddler development, and ability to explain the process. Suggestions regarding experienced Service Coordinators included keeping the course flexible and using the course to fill in knowledge gaps, as well as providing the ability to test out of modules.

IFSP Form: Each group reviewed the draft IFSP form and provided suggestions related to each section, as well as specifically regarding the family voice. Suggestions for Section 1 included adding check boxes for race/ethnicity, adding clarity around what to include in the parent section regarding other placements and rearranging the IFSP type options. For Section 2, groups suggested adding a box for transition outcome date and timeline, adding check boxes, including guidance or an infographic to show what the IFSP is at a glance, adding a line for when the annual IFSP is due, as well as adding clarity around some specific verbiage. Feedback regarding Section 3 included adding further clarification about where specific information related to child and family assessments should be included, adding clarification about or spelling out specific terms, concerns about the COS section, adding next steps individualized to the family, to format the FDA so each section stands out better, and ensuring the document is gender neutral. For

Section 4, stakeholders suggested adding the outcome number and a “check all that apply” clarification, adding an example of a family outcome, and adding clarification about Service Coordinator support of family outcomes. The suggestion for Section 5 was to include text that indicates the family can request a periodic review at any time. In regard to the family voice, stakeholders suggested adding clarification to terminology such as ICO and “services not yet coordinated.”

f) Closing

Attendees were offered the opportunity to provide updates, but no one had any updates to provide.

V. Adjournment

DeDino adjourned the meeting at 1:15 p.m.