

FSSAC Quarterly Meeting

AGENDA AND MINUTES

MAY 3, 2016

9:00 AM

2712 BILLINGS AVENUE,
HELENA, MT 59601

FACILITATORS	Laura McKee, Jenn Banna, Wendy Studt
NOTE TAKER	Karen Cech
ATTENDEES	Heather Racicot, Laura McKee, Ryane Holzwarth, Amber Bell, Meaghan Kolar, Rebecca Richards, Sandi Hursh, Linsey Hruby, Kerry Dattilo, Kari Hoover, Cathy Jury, Laura Simonsen, Dr. Christine Lux, Lucy Hart Paulson, Danni McCarthy, Sheila Doll, Representative Jean Price, Catherine Murphy, Lori Gaustad, Tari Nyland, David Munson, Teri Lilletvedt

Agenda topics

WELCOME AND FAMILY STORY

Council members terms expiring – must re-apply

LAURA AND JENN

DISCUSSION	Family Story - No family story was presented. Rebecca Richards may have two families to get stories from for the next FSSAC quarterly meeting.	
	Laura McKee reported that her son participated in the Special Olympic Track and Field for the first time. Her son's expression in receiving a medal and showing his Dad was awesome!	
	Council Member Terms Expiring – Wendy informed FSSAC members that all member terms have expired and that they will have to re-apply on line for the positions on the council. Information was passed out for available positions and the web address, http://svc.mt.gov/gov/boards/apply.aspx .	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Family stories for next FSSAC meeting.	Rebecca Richards	9/13/16
FSSAC member re-apply for council positions.	All Council members	ASAP

FINAL ANNUAL PERFORMANCE REPORT AND RE-SETTING OUTCOMES TARGETS

WENDY

DISCUSSION	Wendy reviewed the data outcomes from the final annual performance report FFY 2014 and the comparisons from the last couple of years..
CONCLUSIONS	In reviewing the data, new targets will have to be set for the next data collection for FY16. The Child Outcomes Cohort's work will be instrumental in identifying and determining appropriate outcomes targets.

OVERVIEW OF SSIP AND FAMILY INVOLVEMENT IMPROVEMENT STRATEGY

WENDY, LAURA MCKEE, AND
LAURA SIMONSEN

DISCUSSION	OSEP Updates – OSEP Bob is retiring June 30 th . Wendy expressed what great support Bob was to her and how kind, patient and helpful he always was when she needed information. Bob will call Wendy this week and give her the new contact information.
	SSIP and federal monitoring – The focus will be less on compliance issues and looking

	for quality. The program will be monitored by performance measures as determined by our SSIP Phase II Improvement Strategies using the decision tree process. Monitoring will determine what technical assistance level OSEP will assign to Montana. As an example of OSEP technical assistance, Katrina Martin and Judy Swett have been great help and support as we move forward with the Child Outcomes Summary Process. Debbie Shaver and Carolee Eislinger aided with the development of the implementation and evaluation plans for the improvement strategies. Carolee, Debbie, Kathy Gillaspie, and Ardith Ferguson were influential in the review of the SSIP Phase II document.
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Lunch - Parent workgroup met to discuss action plan.

**DEMONSTRATION SITES –
IMPROVEMENT STRATEGIES**

CDC TEAM AND DEAP TEAM

DISCUSSION	Reiteration of CDC's and DEAP's identified improvement strategies. Wendy will be meeting with Regional Managers and Quality Improvement Specialists to discuss the implementation plans and evaluation components for demonstration sites as well as the implementation plans and evaluation components for the state-wide improvement strategies at all early intervention programs.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Meet with Regional staff	Wendy	June 30, 2016	

CHILD OUTCOMES COHORT

CHILD OUTCOMES TEAM

DISCUSSION	Identified leaders from each early intervention program met April 26 – April 28, 2016 to develop the finalized content of Montana's Child Outcomes Summary Process as well as develop the training plan. Teams were assigned to specific Child Outcomes modules and presented. The modules were adapted to meet Montana's model. Each team determined a timeline for professional development as well as contingency plans should any member of the Cohort not be able to complete the training or when a new FSS comes on board at an agency. Fidelity issues were addressed as well.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Finalizing modules and adaptations, training plans	Teams	See attached timelines	
IFSP and COSP Guidance finalization	Wendy	June 30, 2016	

MSU EXTENDED UNIVERSITY

DR. CHRISTINE LUX

DISCUSSION	MSU Extended University is an improvement strategy which has been a slow process to finalize details for an online system of consistent professional development for FSSs. Training modules have been created and Dr. Lux has been reviewing and editing them. Discussion was held around Montana Milestones having their own YouTube account. Dr. Lux submitted a proposal to DEC to share Montana Milestones and the Extended University and it was accepted as a poster session. This will help show other states our resources. Dr. Lux will send out a live demo for everyone to view.		
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	MSU is in the process of developing the Family Story Resource Library. If anyone knows of any resources, send them to Dr. Lux. Jenn Banna will send the contact for “Conversations that Matter”.
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PARENT’S EXPERIENCE WITH MT MILESTONES

DISCUSSION	Update on Dr. Decker’s upcoming surveys and meetings with families across the State to measure the impact of early intervention. Wendy is meeting with Dr. Decker in May and she has been in contact with the first providers, CDC and ECI, who will be aiding her in the research.
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EARLY INTERVENTION PROVIDER UPDATES

DISCUSSION	<p><u>ECI</u> - David Munson reported that the FSS’s that participated in the DEC conference last year came back to Billings all fired up and excited to change FSS practices.</p> <p>ECI had acquired some funding through the DDP training grant to organize a few trainings:</p> <ol style="list-style-type: none"> 1) Sheldon and Rush training for this Thursday, May 5th, from 9:00 – 11:00. 2) Hanen Centre “SPARK Communication” training in June -3 day training June 8, 9, and 10th. This is great for Speech Therapist. \$800 registration. <p>David will send a write up to Wendy to forward to the Council members. (done)</p> <p>Lucy Hart Paulson informed the group that Dana Suskind’s three T’s – Tune in, Talk more, and Taking turns is also a valuable resource. Lucy will forward the website to Wendy to share with the Council.</p> <p>CSPD (Comprehensive System of Personnel Development) - Wendy asked about the relationship between ECI and CSPD (Comprehensive System of Personnel Development). David requested to be on the local Yellowstone County CSPD board. At the meeting, he is able to give a brief description about Early Childhood Intervention. The board granted ECI \$3000 to help with early childhood intervention professional development.</p> <p>QLC is involved with CSPD in Great Falls and Sandi Hursh has a long standing relationship with this group.</p> <p>Wendy will be participating in a CSPD meeting in Helena on Thursday. Wendy will ask a representative from this group to present at the next FSSAC meeting. (done)</p> <p><u>Hi-Line Home Programs</u> – Sheila Doll shared that the program has been busy with many trainings and changing of staff. She was busy this past year with the fiscal side of the program and is looking forward to getting involved with the programs.</p> <p><u>Family Outreach</u> – Teri Lilletvedt reported that Family Outreach has its new website up and running and have also been busy with trainings.</p> <p><u>Child Development Center</u> – Wendy reported CDC has a newly enhanced website. CDC will be hosting the upcoming RBI Boot Camp in May. Hollin Buck and Cassie Schrockenstein represented CDC at the Child Outcomes Cohort meeting – train the trainer.</p> <p><u>QLC</u> – Sandi Hursh gave an update about the QLC annual fundraiser, “Vegas in the Falls”,</p>
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May 21 from 6 – 11 pm at the Heritage Inn in Great Falls.

Last year QLC had a grant to do a summer program in Havre for 6-7 kids with DD. The program was a great success. QLC did not receive the grant for a second year and the families organized and did a fundraiser for the summer program, Autism Walk. The Autism Walk raised \$8 – 9,000.

Priscilla Halcro will be retiring. There will be an open house at QLC June 7th in the afternoon.

Everyone is excited to have Kerry Dattilo as the new director.

DEAP – Wendy reported that DEAP staff are working to identify social emotional screenings and assessments. Sandy Peaslee of DEAP is an active participant in the Child Outcomes Cohort and worked in conjunction with the other demonstration site team members from CDC to organize, adapt, and present one of the Child Outcomes Summary modules.

Monitoring Tool - Ryane Holzwarth reported that an additional focus within the tool focusing upon child and family outcomes utilizing high-quality, functional outcomes rating tools. Marthaller has adapted the tool to reflect the required criteria. The goal for Part C monitoring is to conclude by the end of August.

Family Outcomes Survey – Wendy sent out the survey to Child and Family Providers. These surveys will be used at all agencies for FFY 2016 (July 1, 2016 – June 30, 2017).

Northern Plains – Law Conference on Students with Disabilities –

October 4-5, 2016

Bismarck, ND

Conference will be in Billings the following year.

Great Beginnings Family Conference –

August 23-25, 2016

Helena, MT

\$100 Registration Fee

Agenda and Action Items for next meeting:

- Danni McCarthy and Wendy will ask a CSPD member to the next FSSAC meeting. (done)
- Develop and create a workgroup for the Comprehensive Certification Process.
- Montana Stepping Stones to Early Intervention Success – the document is being rolled out and is available on the website. This criteria is the basis of the Comprehensive Certification process.
- David Munson will e-mail Wendy the upcoming Hanen Centre training information. (done)
- Meaghan Kolar will e-mail Wendy the information on the Great Beginnings Conference August 23-25.
- Wendy and Danni will present the Early Head Start, Head Start, Special Education Preschool, Part C powerpoint to the FSSAC at the next meeting.
- The revised monitoring tool will be shared with providers. The date to be determined by the Quality Improvement Specialists.
- FSSAC Parent representative will look into what providers have as support groups for families.
- Laura McKee and Wendy will be presenting at the DaSy Conference in August on improvement strategy, involving families in data practices and products.
- Rebecca Richards will bring a family story.
- Strategic Planning for the FSSAC at the next meeting: Wendy, Laura, and Jenn to determine to structure.

Next meeting date: Thursday, September 13, 2016, 9:00 to 3:30, at the Montana Council for Developmental Disabilities.