

CQI Part C Fees
Meeting Summary
Richmond
June 13, 2001

Those attending: Carol Burke, Linda Eggleston, Tracy Miller, Glen Slonneger, Brenda Crockett, Shirley Ricks, Anne Lucas, and Mary Ann Discenza

Those absent: John Jackson, Emily Dreyfus, Barbara Willard, Forrest Mercer, Sandy Mahon, Wanda Pruett, Deborah Mack

The purpose of this meeting was to finalize the plans/agenda for the training scheduled for Thursday June 14, 2001 for the first phase-in localities and to brainstorm strategies for data collection to determine financial impact of the new fee system. Initially discussion centered on the fee tracking form. Pertinent points:

- What time period to use for data collection – 3 months seemed to be a reasonable time
- For purposes of collecting historical data – take last 3 months and compare using the new fee scale for families currently enrolled and use the same time period
- Collect revenue information and compare two years, e.g. pre and post fee implementation
- Collect information about the total units of service and compare to the total number of public dollars used to fund services
- The point was stressed about the importance of collecting meaningful data to measure fiscal impact of the new uniform family fee scale
- Discussion about whether to develop a second form for purposes of comparison of revenue collected and charges/fees billed in order to track fiscal impact on the system
- Suggestion to give examples to the phase-in group to assist them in data collection

Concerns were expressed about the use of taxable income to determine family fees. Issues about taxable income were re-visited including discussion by the workgroup about the pros and cons of using taxable income, potential scenarios were discussed if families came into early intervention without taxable income, and questions arose about how a family would demonstrate net income without a tax form. After discussion by the workgroup about the use of taxable income for determining family fees, the Department agreed to review information from other states to determine if taxable income is used for establishing family fees and generally how do those states handle exceptions when no taxable income information is available from families and report back to the workgroup.

It was agreed that questions would be recorded for each training session and that it would be desirable to establish mechanisms for disseminating information to the field in a timely manner. Suggestions included the BCW web page, information from the Commissioner's office about statewide implementation, etc. Staff will follow-up with ensuring that correspondence from the Commissioner's office is forthcoming.

Workgroup recommended that the phase-in sites be invited to meet with the workgroup in early August for purposes of de-briefing about the training.

Meeting adjourned.

Please note: The next meeting of the workgroup will take place on Tuesday August 7, 2001 from 10:00 AM until 3:00 PM. The meeting will be held at the Henrico CSB in Conference Room C. The CSB is located on Woodbridge Road in Glen Allen.