

**Integrated Training Collaborative
Meeting Minutes
April 13, 2005**

Members Present:

Cheri Beverly	Cheryl Henderson	Kymerly Pool
Lisa Goodman Brown	Cori Hill	Beth Tolley
Deana Buck	Dianne Koontz Lowman	Mary Voorhees

1. **Welcome, Announcements, and Celebrations-**Members introduced themselves.
 - Beth announced that she is a new grandmother to Samantha Rose. Congratulations to Beth and her family!
 - Cheryl and Dianne announced that Dianne will be the new lead in early childhood at the JMU TTAC. Congratulations to Dianne on her new position!
 - There will be a memorial service for Darlene Warsing on May 6th in the Winchester area. Cori will distribute the details when the PIE program releases the information.

2. **Subcommittee Reports-**
 - A) **Conference-**Beth reported that the conference was a held on March 7th and 8th at the Hotel Roanoke. The conference was filled to capacity with over 250 participants, including speakers. The evaluator at the Partnership for People with Disabilities is currently compiling the full conference evaluations and the concurrent session evaluations. When Cori reviewed the full conference evaluations, there appeared to be mixed responses to the change in conference time formatting. There were also comments about the crowding in some sessions. Additionally, comments about the vendors were not very strong. The Cracker Barrel session seemed to be confusing to some people and there were comments that people liked the idea but would prefer to have had the session in the middle of the day rather than at the end of the day. Beth noted that the handouts are currently been placed on the web through the work of the DMHMRSAS webmaster. These should be available soon. A special thanks to the DOE, the TTACs, Together We Can, and DEC for their collaboration and monetary contributions for the conference.

 - B) **Curriculum Review-**Cori reported that five EIAs have completed all of the modules. One EIA has completed two modules and is working on the third module. The last EIA has completed one module and is working on the second module. ITC members discussed how to complete the pilot if all of the EIAs do not

complete the requirements by the end of the grant. It was agreed that the report would be submitted to the Part C office based upon the completed participants' work.

C) Web-Based Application-Five EIAs have completed the Knowledge of Developmental Delays and Disabilities in Early Intervention module on Blackboard. Dianne and Cori have not had any significant concerns reported about difficulties or challenges using the Blackboard. VCU did have the Blackboard down for several days during the past few weeks for upgrades but no one has tried to log on recently or reported any problems.

3. **2005-2006 Grant-**Cori provided an overview of the proposed deliverables that have been sent to Mary Ann Discenza for next year's grant. Based upon discussions that the ITC has had during the past year, it was decided that we would submit a proposal with all of the plans and projects that we hoped to deliver, anticipating that the proposal may have to be pared down due to possible budget limitations. The proposal includes three KI trainings and two KII trainings with food and location budgets, a two-day conference for 350 participants with meals, CAPTA curriculum development, provision of six regional locality-specific trainings related to supports and services, revisions to KI and KII, modifications to current modules for web-based application, and additional staff support.
4. **Next Year's Conference Planning-**Cori reported that the ITC needed to begin considering options for next year's conference dependent upon the 2005-2006 grant. Cori was unable to connect with Mary Ann Discenza to get her input but there are several options to consider: 1) Do we try to return to a fall conference? 2) Do we continue with a spring conference and make this our "annual" date? 3) The TTACs have invited us to consider collaborating with them and combine the "Shining Stars" conference with the annual EI conference. This could be a three day conference with one day being EI focused, one day being collaborative (possibly transition, teamwork, etc), and the third day being ECSE focused. Do we consider this option or do we prefer having our own "identity" as the EI conference?

After lengthy discussion, members appeared to favor continuing with the annual EI conference. Cori will contact Phyllis Mondak at DOE to discuss funding as Cheryl noted that the TTACs' funding will change next year. Cori will also contact Mary Ann Discenza to obtain her input on conference planning pending budget.

5. Additional Business

A) Mini-Grant-Cheri discussed the possibility of writing a mini-grant to video a role play or a simulation of outcome development similar to

the process that is currently being utilized in the locality supports and services technical assistance and training (TAT) model that Bev, Beth and Cori have provided in several areas across the state. This could be used as a training tool for students in ECSE. Cheri suggested that this could be a partnership with the Institute for Higher Education. If plans went further, we could develop a “train the trainer” module.

B) Therapists Focus Group-Another discussion took place about feedback we have repeatedly received at Kaleidoscope trainings that therapy providers should be attending KI. ITC members suggested that we should consider taking next grant year as a “planning year” to convene small focus groups of therapists to ask, “What do you need in terms of training?” We could possibly use the video that was developed with the mini-grant as a teaching tool as well as the modules the ITC has developed.

The next meeting is scheduled for July 27, 2005 from 1:00-3:00. Location to be determined.

Thanks to everyone for your time and commitment! Enjoy the beginning of summer!