

VIRGINIA INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
Hanover Area Department of Social Services
June 10, 2009

The Chair of the Virginia Interagency Coordinating Council (VICC), Rick Beaman, called the June 10, 2009 meeting to order. Karen Durst called the roll. Twelve (12) members were in attendance. Please see the attendance list at the end of the minutes.

Mary Ann Discenza then provided the Part C Update. Tammy Whitlock assisted with the update related to the Medicaid Initiative.

- Work continues on the Medicaid Initiative in collaboration with the Department of Medical Assistance Services (DMAS) with the start date of October 01, 2009.
 - Federal requirements for a Comprehensive System of Personnel Development (CSPD) will be met through the Part C certification requirements.
 - Training modules are being finalized and must be completed with at least 80% accuracy by providers in order to be certified in the Part C system.
 - The Child Development Module became available last week.
 - The Family-Centered Practice Module is ready.
 - The remaining modules, Service Pathway, Practitioner Requirements and Supervision, will be available soon.
 - There are approximately 1,000 early intervention providers statewide.
 - All providers must be enrolled into the Part C system with licensure and credentialing verification being required.
 - Part C and DMAS will be exchanging data in an effort to ensure that all Part C children who are Medicaid eligible are correctly entered into the data system.
 - Statutory authority has been granted through the General Assembly for DMAS and DMHMRSAS to promulgate Emergency Regulations.
 - Information is available through the Virginia Regulatory Town Hall at <http://www.townhall.virginia.gov/L/ViewAction.cfm?actionid=3065>.
 - The VICC will be serving as an advisory group related to the regulations with the topic being included on the September 2009 agenda.
 - Work will begin on the development of permanent regulations when the emergency regulations are passed. It is hoped that the Federal Regulations will be in place prior to the timeline for the development of the permanent Part C regulations.
 - Virginia's permanent Part C regulations will have to be approved through the Office of Special Education Programs (OSEP).
 - Contingent approval of the Federal Part C Application has been received from OSEP for the past several years while awaiting the development of the State's regulations which need to align with the federal regulations when they are approved.
- The Implementation Task Force (ITF) has continued to meet on a weekly basis.
 - The ITF membership consists of VICC and diverse stakeholder representation.
- The Family Cost Share is being addressed through the Implementation Task Force.
 - There is a need for a clear policy and technical assistance related to the issue.

- The VICC has been involved through representatives on the ITF.
- The Family Cost Share process must provide equity and parity across the Commonwealth.
- A one and a half-day training for local system managers will be held in mid-August that provides information on the transformation of the system from beginning to end.
 - Cori Hill and the Integrated Training Collaborative will be working with the Part C office and local system manager representatives in planning the training.
 - Funds from the cancelled early intervention conference will be used with plans to provide financial assistance for each local system manager.
 - A survey will be sent to the local system managers to determine the preference for dates and a location.
- The Federal Part C Application was submitted in advance of the deadline.
 - The DMHMRSAS is awaiting the approval notice.
- Due to the October 01, 2009 roll-out of the Medicaid Initiative, the local Part C contract for SFY 2010 will be extended for a 3-month period.
 - The extension will be sent to local systems tomorrow, June 11, 2009.
 - A list of changes, which are minimal, is included.
 - Extension for submission deadlines will be granted upon request.
 - Revenue and expense reporting forms will be included for all funds including separate forms for the American Recovery and Reinvestment Act (ARRA) funds.
 - Jim Fleming from Alexandria was instrumental in the development of the forms. The ITF also provided input on the forms.
 - Local Lead Agencies will receive 75% of the allocation amounts for federal and state funds and are being asked to budget those funds for the full year.
 - A reconciliation process will be implemented at the end of the year based on the submitted expenditure reports and any shortages or overages.
- The first half of the ARRA funds totaling \$5,132,790, have been received by Virginia with the second allocation to be received in September.
 - Approximately \$793,000 of the funds will be allocated to systems indicating a financial need.
 - All local systems will receive a portion of the ARRA funds.
 - ARRA funds must be maintained and reported separately.
 - Accountability is required with the infusion of the ARRA funds and reporting requirements will be rigorous.
 - The receipt of the remaining ARRA funds by Virginia's Part C system is contingent on the approval by the federal government of a monitoring and reporting plan.
 - Guidance will be forthcoming from OSEP.

A question was asked as to whether all of the ARRA funds were being allocated to local systems or if any of the funds would be directed for Part C state infrastructure needs. It was reported that approximately \$8,000,000 of the total ARRA funds would be allocated to the local systems and approximately \$2,000,000 would be used for infrastructure needs such as the data system and training. Following discussion, Joanne Boise made a motion that the VICC go on record as recommending that the ARRA dollars that are needed to meet the state level infrastructure needs be approved for those needs. Phyllis Mondak seconded the motion. The motion was approved.

- Related to the reporting of information to both OSEP and the General Assembly on how Part C federal and state dollars are being spent, it has been decided that for SFY 2010 a separate form will be sent to private providers to report expenses directly to the state.
 - This will relieve some administrative duties from the local systems.
 - A spreadsheet will be provided and local system managers will be asked to distribute it to their provider networks.

Discussion was then held related to the rate of payment for providers. Mary Ann Discenza shared the following:

- A state-wide standard rate of reimbursement for providers has been set with DMAS.
 - The rate was determined as part of the Cost Study with Solutions as the cost for doing Part C services. This figure was validated by DMAS.
 - The rate includes what was previously associated costs, training, billing, etc.
 - No system will pay a provider more than the established Medicaid rate.
 - Future plans will be to discuss a possible rate change with the State Corporation Commission related to private insurance with the hope of aligning the rate with the Medicaid rate
 - The \$5,000 Private Insurance Mandate for early intervention must be reviewed.
 - Tammy Whitlock has been working with MCOs related to the rates.
- Virginia has received their determination letter from OSEP. A letter was received by Commissioner Reinhart indicating that a category of “needs assistance” has been received for the second year.
 - A list of technical assistance resources has been provided for the office to access.
 - Records must be kept on what technical assistance was used and the impact.
 - Indicator 1, Timely Initiation of Services, impacted Virginia’s determination status though improvement has been shown. Virginia’s performance level for Indicator 1 was 89% for 2007.
 - Indicator 2, the natural environments indicator, was met with a performance level of 99%. OSEP accepts 95% as being substantial compliance.
 - Indicator 5, the number of children enrolled birth to one, showed Virginia making progress with the target having been met.
 - Indicator 6, the number of children enrolled birth to three, showed Virginia making progress but not meeting the target.
 - Work occurred between local system managers and special education directors of Part C and Part B on transition related to Indicator 8. Potential future trainings are being discussed. The two state agencies have been talking about potentially integrating data systems with the connection of a unique identifier. This would enable data to be gathered that would provide longitudinal information.
 - Indicator 9, related to correction of non-compliance, has been the most problematic. The following discussion followed related to correction of non-compliance at the local level:
 - Ways of addressing non-compliance have included desk audits, site visits and the development of Corrective Action Plans (CAPs).
 - Enforcements can be implemented.
 - Determinations have been assigned and are available on the website at www.infantva.org.

- While this has not yet happened, the state lead agency could withhold funds or assign the use of funds to address the area of non-compliance.
- Two systems had determinations of needs intervention last year with more frequent intervention being applied. No systems had a determination of needs intervention for this year.
- More state-level staff is needed to work with local systems toward coming into compliance.
- More money is needed for staff at the local level.
- Additional training is needed for local system managers on how to analyze and use data for system improvements.
- How can VICC help with the issue?
 - It was requested that the chart with the information on the determinations for local systems be shared with the VICC.
- Baseline data must be reported to OSEP this year for the Child Outcome Indicators with targets being set.
 - Information will be provided at the September VICC meeting with the VICC helping to determine the targets.
- Related to the Family Survey, local system managers have been asked to provide data related to those children who were receiving Part C services in May.
 - Old Dominion University will be conducting the survey with results being calculated through the University of Florida.
 - This information will be provided to the VICC prior to submission to OSEP.

Public comment was then held. Susan Shaw presented the following comments. The italicized words are verbatim from the written public comment submitted.

As a LSM I am glad to see that the State Part C Office has withheld approximately 2M in ARRA funding for infrastructure building. I feel it is greatly needed. When the State Part C Office is able to strengthen their infrastructure it is a tremendous help to the local systems, much like when a parent on a plane is instructed to place their oxygen mask on first then assist their children.

Cindy Sommers, on behalf of Delegate Shannon Valentine, shared information from the Joint Legislative Audit and Review Committee (JLARC) Autism Study. She reported the following:

- Delegate Valentine was the representative who introduced the autism study.
- Hearings were held around the Commonwealth.
- Information was reviewed from other states.
- The findings confirmed many existing concerns including the following:
 - Diagnosis is being made at about 3 ½ years of age with the optimum timeframe being 18 months -3 years.
 - There is a need for early and intensive intervention.
 - Future costs to the system were addressed.
 - There are many different entities addressing autism but not a single designated agency.
- The following recommendations were made:
 - Training incentives for doctors and teachers would be beneficial.

- Dedicated doctors should be identified for addressing questions.
- A toolkit should be developed for families and professionals related to services that are available.
- Legislation would need to be enacted.
- Interagency collaboration is needed.

The following discussion was held:

- Applied Behavioral Analysis (ABA) will be covered by Early, Periodic Screening, Diagnosis and Treatment (EPSDT) however, there is an issue regarding the provider base. Many providers will not enroll in Medicaid.
- Physicians are being reimbursed for screenings.
- There is reluctance among some doctors to give a diagnosis of autism for young children.
- There is discussion occurring at the state-level related to the feasibility of an autism waiver.
 - There is the potential that the Developmental Disabilities Waiver would be modified thus avoiding silos and having to spread the funding further.
- Training and personnel development is occurring related to autism.
- Communities of Practices for Autism have been developed with meetings occurring around the state.
- There is a need for more intensive early services of all children regardless of their diagnosis and based on their needs.
- The services should be individualized.
- Parents need to be empowered with their voices being heard.
- JLARC has been able to provide concrete data.

Cindy offered to provide the link to the JLARC study for the VICC members. She will send it to Karen to forward to all members.

Joanne Boise from the Virginia Department of Health then shared that her agency has received a grant for systems building for the Children with Special Health Care Needs (CSHCN) Program. Earlier screening for autism is included. Additionally, the following will be addressed through the grant:

- Earlier Identification of problems through developmental screening.
- Piloting of community health services.
- Linkage to the child's Medical Home.

Additionally, it was shared that the electronic birth certificated is being revised. The following will occur:

- There will be a data-base related to children identified with congenital anomalies and the Early Hearing Detection and Intervention (EHDI) Program.
- Early identification of risk factors will facilitate referral to Part C.
- Funds will be made available to link Part C to the system.
- Linkage will eventually become available from birth to school resulting in longitudinal data.

Mary Ann Discenza then shared information on the status of local systems. The following was reported:

- Regarding the Infant & Toddler Connection of the Shenandoah Valley, the State Part C Office is managing the program.
 - There is a local system manager.
 - Children are receiving services with the child count increasing from 94-119.
 - Contracts are currently in place with providers.
 - The search is continuing for a local lead agency with one potential existing.
 - If a local lead agency cannot be identified, a Request for Proposals (RFP) may be issued recognizing that this is a lengthy process.
- Regarding the Infant & Toddler Connection of Central Virginia, the Central Virginia Community Services Board have indicated that they will not continue as the local lead agency as of June 30, 2009.
 - The Central Virginia Health District has expressed strong interest in serving as the local lead agency but would not be ready for full responsibilities until October 01, 2009.
 - Central Virginia Community Services Board is interested in a role as a provider.
 - Contractual arrangements may be possible.

Debra Holloway then presented the Family Report. The following italicized words are verbatim from the written report submitted.

The Family Involvement Project staff continues to be active participants in statewide committees, workgroups, regional and local activities and council meetings. Some of the activities we have attended since our last meeting include, participating in the training workgroup, attending A Special Quest workgroup meeting, attending Task Force Meetings and Family Cost share Sub-Committee meetings. We held 2 parent conference calls to share information with families and gather feedback concerning the Family Cost Share process being developed. We had a conference call in April for families to learn more about Medicaid Waivers. We have completed a Parent Notebook for System Managers to use as a resource for families as well as a Transition Notebook. The Arc of Virginia Annual Report was developed and mailed. We continue to participate on the Young Families Committee of The Arc of Virginia Board and we are planning a young families track at The Annual Arc of Virginia Conference to be held August 6-8th at the Omni Hotel in Charlottesville.

Debra further shared information on the Circle of Support Conference to be held in Northern Virginia on November 07, 2009. VICC member Charlie House will be presenting a session on advocacy. Registration will begin in September.

The meeting continued with Committee Reports. The following information was shared:

- Phyllis Mondak spoke on behalf of the Data Committee. She asked for guidance as to what should be the focus of the group.
 - The VICC Chair, Rick Beaman, discussed the possible development of a State Report that could be used for advocacy efforts. Information that could be included could be:
 - The December 1 Child Count and the Annualized Child Count.
 - From where does the Part C funding come?
 - What do the Part C services cost?
 - What type of financial impact do Part C services have on future costs?
 - Mary Ann Discenza shared the following related to the development of a state report:

- Answers too many of the questions involve when a child comes into service and how long they stay in service.
- Information on funding, including the total funds, expenses, revenue and the number of children served, is included in the yearly report to the General Assembly.
- The Part C Office can provide the Data Committee with information for the development of a State Report.

Mary Ann further shared that there had been a problem with ITOTS 1.5 and that the system did not go up as planned. Version 1.5 will be rolled in with ITOITS 1.6 with completion expected in mid-August.

- It was shared that due to the resignation of Dr. Eva Thorp, Dr. Lissa Power de-Fur has been asked to Chair the Comprehensive System of Personnel Development (CSPD) Committee. The following information was shared and discussed:
 - A call was held with committee members to talk about the history of the committee and to identify tasks.
 - Discussion during the call included the connection between the committee and the Integrated Training Collaborative (ITC).
 - Dr. Corey Herd serves on both the VICC and the ITC and will be a liaison between the groups.
 - Dr. Herd shared that currently the main focus of the ITC is the development, editing and review of the Early Intervention Training Modules.
 - Dr. Herd is also incorporating one of the modules into a special course at Radford University. Families will be asked to share their perspectives as part of the curriculum.
 - Debra Holloway shared that Special Quest has videos related to parent perspectives.
 - Cori Hill shared that some of the Special Quest videos were added to the Early Intervention Training Modules.
 - Materials with CDs for university classrooms will be provided during the Special Quest Summit in September.
 - The Institute of Higher Education has asked the Integrated Training Collaborative to develop videos featuring providers and families during a home visit.
 - Beth Tolley is collecting contact data on who is providing training related to early intervention at universities.
 - It would be helpful to target medical students related to early intervention.
 - Child Development Resources previously had a grant focusing on information for doctors and medical students.
 - Two sessions were presented at the Peds. at the Beach Conference that was directed to pediatricians and focused on speech related to children 0-5.
 - The Part C Office has ordered Ages and Stages Questionnaire-3 kits for all local systems to be used in screening children.

Debra Holloway spoke on behalf of the Advocacy Committee. She shared that the group has not met since March and that they will be planning for the upcoming legislative sessions.

Rick Beaman then shared information related to the revision of the VICC Vision and Mission Statements. The question was presented as to whether there is a need for a philosophy statement. Charlie House is reviewing the law and the work is still in progress. A revision will be presented to the VICC at a later date for review, modification and final approval.

Mary Lou Hutton updated the members on the work of the Nominating Committee for VICC Officers. She stated that two individuals have agreed to be included as nominees and that the Committee is still trying to identify an individual interested in serving as the secretary. The finalized information will be sent to VICC members at least 30 days prior to the September 09, 2009 meeting as required by the By-Laws.

Karen Durst then provided information on the status of the VICC membership. She reported that an application for appointment for the Head Start position has been received and forwarded to the Governor's Appointment Secretary. The remaining vacancies include parent representatives for the Southwest Region and Roanoke Valley Region. Positions that will be expiring September 30, 2009 include that of Delegate Valentine as the legislative representative and Mary Lou Hutton as the Local System Manager representation. Delegate Valentine is considering a reappointment. Mary Lou is completing her second term. CoCoA continues to assist in efforts to identify a potential local system manager representative. If an individual cannot be identified as a local system manager representative, the Appointments Office could be asked to consider an additional appointment for Mary Lou.

Related to plans for a future VICC retreat, no input was received by the Part C Office from VICC members on possible topics. The VICC Chair provided information to the newest VICC members on previous retreats. The following was shared:

- A retreat may be held as a special VICC meeting or as part of a meeting.
- The meeting is open to the public.
- A special topic is identified for the retreat.
- A facilitator has been used in the past to move the meeting forward and to maintain focus on the retreat topic.
- Recommendations and/or a plan for the VICC may be established.

Discussion around a future retreat included:

- Personnel issues were previously thought about as a topic.
- Other suggested topics included "what VICC can do related to compliance", "accountability" and child find/public awareness.
- It was suggested that a day could be set aside to look at the transformation of the system and to determine how well it is working. This could occur in a year.

It was decided to wait until the VICC vacancies are filled to plan for a retreat.

Final VICC discussion was related to the Infant & Toddler Connection website. Rick Beaman shared that he has sent emails to David Mills and Karen Durst related to updating information on website in an effort to keep the information current. He also reported that there is nothing on the VA Government site to link to Part C.

The following items were identified as needing follow-up:

- A state data chart will be sent to VICC members from Mary Anne White and Bonnie Grifa.
- Cindy Sommers will send Karen Durst a link to the JLARC Autism Report to share with member.
- Data will be gathered at the Part C office for use by the Data Committee in developing a State Report.
- The Nominating Committee will send a slate of officers to Karen Durst for distribution to members by August 09, 2009.

The next VICC meeting will be held, September 09, 2009 at the Hanover Area Department of Social Services Office. The time will be 9:30 am to 3:00 pm.

Topics to be included on the September 09, 2009 meeting agenda are:

- Child Outcome Information and Setting Targets
- Election of Officers
- Personnel Regulations

Any additional agenda items should be sent to Karen Durst.

The meeting was adjourned.

VICC Attendance

VICC Members in Attendance

Rick Beaman
Joanne Boise
Dr. Corey Herd
Virginia Heuple via Phone
Charlie House
Mary Lou Hutton
Phyllis Mondak
Dr. Patricia Popp
Dr. Lissa Power-deFur
Cindy Sommers for Delegate Shannon Valentine
Tammy Whitlock
Sandra Woodward

Family Representative

Debra Holloway

Part C Staff

Beverly Crouse
Mary Ann Discenza
Karen Durst
Bonnie Grifa
Cori Hill
David Mills
Beth Tolley
Mary Anne White

VICC Members Absent

Delly Greenberg
Leslie Hutcheson Prince
Martha Kurgans
Lyndell Lewis
Laura Miller
Sheila Nelson
Jeannie Odachowski

Glen Slonneger
Yolanda Tennyson

Audience Members Signing In

Cindy Burgess
Elizabeth Faulk
Natalie Fleet
Terry Pasco
Allan Phillips