

Kansas Interagency Coordinating Council on Early Childhood Developmental Services

Meeting Minutes – Topeka, KS
December 20, 2013

MEMBERS PRESENT

Mary Duncan, Chair and Governor's Representative
Matthew Connell, Provider Member – present on telephone
Kathy Kersenbrock-Ostmeyer, Provider Member
Dr. David Lindeman, Regents Representative
Pamela Beach, Department for Children and Families
Melisa Schelhamer, Parent Member
Tammy Scheopner, Parent Member
Sabra Shirrell, Kansas Department of Health and Environment
Gayle Stuber, Kansas Department of Education
Darla Nelson-Metzger, Parent Member

NON-MEMBERS IN ATTENDANCE

Doug Bowman, Coordinator
Susan Bowles, Part C Coordinator
Marcia Boswell-Carney, KDHE
Sara Walters, KDHE

MEMBERS NOT IN ATTENDANCE

Sharon Hixson, Public Member
Kim Kennedy, Head Start Collaboration
Susan Threinen, Provider Member
Kansas Insurance Department Repr.
Representative Position
Senate Position
Janice Smith, Public Member

Call to Order: Mary Duncan, Chair of the Kansas ICC, called the meeting to order with a welcome and asked for introductions. Matthew Connell, parent member, joined by phone.

Meeting Minutes: There were no meeting minutes to approve for the November joint meeting of the SICC and SEAC. The November meeting minutes will be distributed once all minutes are completed and combined.

Meeting Agenda: Pamela Beach made a motion to approve the meeting agenda as presented. Kathy Kersenbrock-Ostmeyer seconded the motion. The motion was approved. A discussion on KDADS will be added to the January 2014 agenda.

Public Forum: No public forum. It was announced that Vera Stroup-Rentier is the new 619 representative on the Council.

Local Story: Susan Bowles, new Part C coordinator for the Hays Area Child Development Center. Susan shared some of the projects that she has been working on. Her program collaborates with community partners such as Early Childhood Connections, Early Head Start, Parents As Teacher, and Head Start. This collaborative group meets monthly to discuss families that they share between agencies as well as other pertinent topics. The LICC also maintains a connection with the local medical community. Susan shared her experience participating in the new coordinator training as a new Part C coordinator. A notebook with seven (7) modules is given to each new coordinator and they are trained on each module. Susan noted that the information is timely, applicable, and easy to take back to her local network and use.

Meeting of the Minds: The meeting of the minds topic was defining stakeholders. The Council was divided into pairs to discuss and report back to the full Council.

Committee/Work Group Reports:

Executive Committee: Doug's performance review will occur prior to the end of the calendar year.

APP/SPR workgroup: The Annual Performance Plan (APP) has been delivered to the workgroup for review via email this morning, December 20th, 2013. Marcia Boswell-Carney has set a meeting for 1/7/14 at 9:30 am to discuss. Marcia reported that this is the last year that the APP will be submitted in this format. The Office of Special Education Programs (OSEP) has mandated a new format that eliminates some indicators and replaces the state systematic improvement plan. The new format is more narrative based, to cover a three (3) year plan. The first year will report on work done to devise a topic dealing with improvement areas (such as barriers, policies) that need to be changed over time. The second year's narrative will speak to the implementation of the improvement area strategies, and the third year narrative will discuss any impacts that occurred from the improvement plan. Marcia reported that OSEP is moving to results driven accountability with the APP. Compliance reporting doesn't give enough information, hence the format change to narration on an area of improvement. It will now be one document. KDHE will be resetting targets for compliance. Kathy Kersenbrock-Ostmeyer shared that the Part B indicators are in the process of changing, as are the Part C indicators. The APP will now provide an overarching improvement plan for the state, as opposed to repeating for several indicators.

Communication/Collaboration workgroup: Sabra Shirrell and Kim Kennedy are co-leaders of this work group. Their goal is to identify communication and collaboration challenges between community partners as well as identifying additional stakeholders. Discussion was held regarding the creation of inventory/survey that would be applicable to use to help identify stakeholders. Information was given on the Wilder Collaboration Factors Inventory. This is a Launch Grant used since 2010 to share how well a community has been collaborating in about 25 different areas. Kim Kennedy's agency also has a collaboration inventory. Discussion was held regarding finding a group to use as an alpha/beta test for the workgroup. They would complete the inventory and workgroup members would go and provide technical assistance to assist in the collaborative process. Using the new SICC website as a means to connect LICCs for further training and support was also discussed.

Website workgroup: beginning to piece together the content for the new website.

Agency Reports:

KDHE: KDHE, as an overall department, is going through a continuous improvement plan with Secretary Moser. The evaluation process will be changed in January 2014.

KSDE: Vera Stroup-Rentier is starting 1/6/14 in her new position as the Part B/619 Coordinator. She will represent KSDE at the SICC meetings. There is a new Parents As Teachers annual report from the federal government. In October of 2014, there will be a national conference on homelessness taking place in Kansas City.

Families Together: Families Together provided 466 virtual consults for the months of July, August, and September. The major topics were: autism, other health impaired, and emotional disturbance. Questions were asked regarding IEP/parent rights, placement, seclusion and restraint. 66% of calls were with parents. There is a family enrichment weekend in February in Garden City and in April in Lawrence.

Chair's Report: Tammy Scheopner, parent member, was asked to take part in The Families Together Incorporated conference on March 1st in Wichita. She will be part of a parent panel. Doug is presenting as well. January 2014 new coordinator trainings will include the topic of LICCs. Doug Bowman will participate in these trainings – 1/6/14 in Salina and 1/9/14 in Topeka. Doug continues to meet with the Legislative leadership staff with regard to the assignment of legislative representatives for the SICC. Doug delivered certificates of appreciation to Dr. Eva Horn, Dr. Dale Walker, Dr. Tish Taylor, and Deb Voth. Thank you to Dr. Dave and KITS for making the certificates.

Meeting Adjourned

KDHE Report - Kansas Coordinating Council on Early Childhood Developmental Services

December 20, 2013

Continuous Quality Improvement

Quality Improvement (QI) is an overarching objective in the KDHE strategic plan, and it offers tools that can help in the day-to-day work to serve Kansans as effectively and efficiently as possible. There has been an agency wide effort to incorporate QI into all KDHE processes to better document and recognize the accomplishments by our work units. The KDHE Center for Performance Management has resources for employees and supervisors, such as a Public Health Quality Improvement Encyclopedia containing a variety of tools to use in tracking and improving work flow.

Because QI holds an increasingly important place in our initiatives and projects, KDHE will begin incorporating QI into its Performance Management Process (PMP) for all employees. Supervisors are providing more information about the new performance management form (PMF) starting with the 2013-2014 performance year. A PMF will be completed for all State employees, which will be a great opportunity to incorporate a Quality Improvement work product into everyone's PMP.

Next everyone in the agency was asked to complete the WeKanQI Teams' Quality Improvement survey. Many took time to write comments, and in doing so provided even more information needed in developing the KDHE QI Plan. This QI plan will assist us as we work toward accreditation.

Dr. Robert Moser, Secretary of Health spoke a little bit about accreditation and its importance at the recent town hall meeting. Many public service entities (e.g. schools, hospitals, police departments) are accredited; however, until recently, there had not been a national accreditation program for public health departments. We now have the ability to become an accredited institution through the Public Health Accreditation Board (PHAB). Becoming accredited by PHAB will signify that KDHE is meeting national standards for ensuring the quality of essential public health services that are provided to the community. There are important benefits to KDHE for seeking PHAB accreditation including improving the state health department and public health infrastructure, strengthening delivery of public health services and programs, and increasing KDHE's accountability and credibility which reflects upon us all. Overall, participation in the accreditation process promotes quality and performance improvement and will help KDHE be better prepared to proactively respond to emerging and reemerging health challenges throughout the state. We will apply for PHAB accreditation in the spring of 2014.

Once we have a chance to finish analyzing the survey data, we will be developing our KDHE Quality Improvement Plan, another requirement for accreditation. This plan will include how we train and what we train. Since there is a requirement for QI in everyone's Performance Management Form this year, the QI training will ensure that no one has any problem fulfilling that objective.

Part C

Marcia Boswell-Carney, the Program Analyst, will be giving a short presentation on the Annual Performance Report to the ICC this Friday, who will convene a committee after the first of the year to review the report and give feedback to the larger ICC in January. They need to discuss whether to accept APR as their annual report, instead of writing their own. The ICC will make this vote in January and the APR will be sent in to the Office of Special Education in February.

Sabra E. Shirrell

Director, Children and Families