

# Meeting Minutes for the SD Interagency Coordinating Council

November 15<sup>th</sup>, 2018 ~ 3:00-5:00 CST  
Meeting  
MacKay Building ~ Library Commons  
Pierre, SD 57501

## Members Present

Sarah Brown  
Rebecca Poelstra  
Dr. Mary Bowne  
Katherine Schmidt  
Rochelle Holloway  
Carroll Forsch  
Gretchen Brodkorb  
Sara Aker  
Laura Johnson Frame  
Kristi Swier  
Leonard Suel  
Carla Miller  
JoLynn Bostrom  
Jodi Berscheid

## Members Absent

Melody Havranek  
Brittany Green  
Rep. Tom Holmes  
Michelle Latte  
Cindy Fisher  
Kim Brink  
Barb Hemmelman

## Birth to Three Staff

Sarah Carter, Crystal Goeden, Steve Livermont, Janet Penticoff, Vicki Linn and Kristin Jerome

## Guests

None

## Public

None

**Chair Laura Johnson Frame** called the meeting to order at 3:00 pm and called the roll.

Call for a motion to accept the agenda:

Motion by *JoLynn Bostrom*; 2<sup>nd</sup> *Sarah Aker*; Motion carried

Call for a motion to accept the minutes of the *July 2018* Meeting:

Motion by *Katherine Schmidt*; 2<sup>nd</sup> *Sarah Aker*; Motion Carried

**Introductions**

N/A

**Public Comment**

Chairperson Johnson-Frame opened up the floor for public comment. None brought forward.

**ICC Member Announcements**

Welcomed new members Jodi Berscheid, Part B 619 Coordinator and Leonard Suel, from Avera St Lukes in Aberdeen. Members whose terms are ending December 31, 2018 include Brittany Green, Melody Havronek and Michelle Latt. Chairperson Larson thanked them for their service and contribution to Birth to Three.

**South Dakota Part C/Birth to Three Program Updates**

Part C Director, Sarah Carter, discussed Office of Special Education Results Driven Accountability components and most recent Differentiated Monitoring Support (DMS) report issued to South Dakota Birth to Three. States are held accountable in areas of Results, Compliance, State Systemic Improvement Plan (SSIP), and Fiscal. OSEP assesses each state in these four areas and then determines their level of support as either Universal (highest), Targeted or Intensive. South Dakota was ranked Universal in each of the four areas. This is the highest ranking a state can achieve from the DMS system.

Carter reviewed SPP/APR Indicator C11– State Performance Plan/State Systemic Plan and work the ICC and Stakeholder group had done in designing the Theory of Action at the beginning of the SSIP process. Carter described how the work of the ICC and Stakeholder had informed the work of the Birth to Three and the projects related to that. Over the course of the past year much work had been done with Direct Service Providers to improve the tracking of providers and the information related to them. A new provider approval process has been put in place to ensure selection process. New material has been created to better inform providers of the purpose of early intervention and what South Dakota Early Intervention looks like. All providers will be asked to complete new provider agreements so a current one is on file by early 2019. These agreements will be comprehensive including Code of Conduct statement, Ethics and conflict of interest. Once completed, agreements will be placed on OpenSD.gov site as part of public record.

Birth to Three professional development specialist, Vicki Linn, Education Program Specialist updated ICC on efforts surrounding evidence-based practice, Routines Based Interview (RBI). Currently a cohort of service coordinators are going through a fidelity process to ensure the practice is being implemented as intended. This process will inform the Birth to Three program of RBI skills as well as professional development needs of service coordinators. Birth to Three program is accountable to report progress and sustainability of practice to the Office of Special Education Programs (OSEP) throughout the SSIP process. Plans are underway to continue this process with other service coordinators throughout the 2019 year.

Linn updated ICC members on the mandatory RBI Bootcamps that took place from May 2016 through July 2018 for direct service providers. Twenty-eight face-to-face boot camps were offered in multiple locations across the state with approximately 496 attendees. In reviewing the data approximately 30 private providers and 13 districts were not in attendance at an RBI Boot Camp. Going forward the Boot Camp information has been moved to an online platform, making more assessable to providers and cost-effective for the Birth to Three program.

ICC members were updated on the direct service provider professional development Bright Beginnings. Linn discussed the training components along with the coaching component piece and the process providers must complete to ensure fidelity of practice. ICC member JoLynn Bostrom questioned the coaching session components; Linn and Carter explained the parent consent forms that must be signed and that parents have option to change their mind at any time.

Bright Beginnings trained providers reported using the evidence-based practice positively contributed to their collaborative partnerships with parents; enhances parent-child interaction during and between home visits, improves child outcomes, and enriches family quality of life.

2019 Bright Beginnings training calendar shared. Three cohorts are planned to begin. Due to grant partnership with Black Hills Special Services, one cohort will be directed specifically for school district and educational cooperatives who serve Birth to Three children.

ICC member Carroll Forsch commented on relationships between providers and child care settings. Birth to Three acknowledges that providers have brought forth the number of children being served in child care settings. We are gaining insight from existing cohort of Bright Beginnings trainees areas we can partner with child care providers and look for opportunities for some cross-training in the future.

Carter discussed the tiered provider system that is now in place based on the Bright Beginnings trained providers. There are four tiers for delivery of services. Tier 1-Recognized Bright Beginning Providers; Tier 2-Bright Beginnings Trainees, Tier 3-Providers who have attended an RBI Boot Camp (either face-to-face or online), and last Tier 4- all others.

Carter asked if there were any questions. None.

### **2019 ICC Meeting Calendar**

Chair Johnson Frame noted 2019 ICC meeting dates:

January 23<sup>rd</sup> 3:00 to 5:00 pm Virtual Meeting

April 10<sup>th</sup> 3:00 to 5:00 pm Virtual Meeting

July / August Face to Face Date TBD Pierre

November 20<sup>th</sup> 3:00 to 5:00 pm Virtual Meeting

### **2019 ICC Chair Update**

Chair JohnsonFrame related her position will be done at the end of the 2018 year and if anyone is interested in serving at ICC chair for the 2019 year to contact Sarah Carter Ffor more details.

### **Adjournment**

Motioned to Adjourn – *Sarah Aker*; 2<sup>nd</sup> *Jodi Berscheid*; Motion Carried

Adjourned at 4:51 pm

Secretary Kristin Jerome