

# Agenda: Early ACCESS Executive Committee Meeting Minutes

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**Meeting date,  
time, and  
place**

Date: February 22, 2012  
Time: 11:00 – 12:30 p.m.  
Place: Grimes State Office Bldg., 3<sup>rd</sup> Floor, 3N

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**Confirm  
attendance**

Please confirm attendance with Jodi Bruce, Secretary  
Email: [Jodi.Bruce@iowa.gov](mailto:Jodi.Bruce@iowa.gov)

Attendees: Julie Hahn, Julie Curry, Chris Rubino, Rae Miller, Jodi Bruce, Gretchen H., Heather Moorman, LauraBelle Sherman-Proehl, Paula Connoly  
Attending on the phone: Michael Bergen, Mary Stevens

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**Meeting start  
11:00 – 11:15**

Julie Hahn

- Introductions and approval of minutes

Rae Miller requested a change in typo. Paula Connoly made the motion to approve the minutes. Gretchen Hageman motioned to second.

- Announcements

Aryn Kruse will no longer be the ICEA facilitator effective 5/11/2012. Julie Curry will be the interim facilitator.

We still need an IHE representative.

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**11:15 – 11:30**

LauraBelle Sherman-Proehl

- Updates from lead agency

The DE submitted the Annual Performance Report (APR) timely. LauraBelle thanked all of the staff for their efforts. Recognition of Cindy Weigel for making an efficient APR process. Recognition of Tim Glenn for data efforts and Julie Curry for editing. They will respond in April and allow time for DE to respond in defense of any information.

Part C Rules were presented to the State Board. They were approved to move forward. They will be up for public comment. Julie will notify the group as to how and when they can make comments. There were a lot of comments from the Special Education Directors regarding assessment procedures, these comments will be brought to the procedures manual committee.

Federal Application Update. Funds have been designated. AEA flow-through dollars will be the same. Signatory Agency funds will remain the same. As far as projects, we will look at the needs of the system. Reminder

that these funds are for two years in advance.

Julie reported that the President’s budget was increased by 20 million dollars. It’s not finalized, and we don’t know the implications for our state, but it is a good sign that Part C systems are valued.

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**11:30 – 11:40**

Julie Hahn

- Rescheduling June Executive Meeting – is this a possibility?  
Scheduling the original date from June 16, meeting will now be on June 27.
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**11:30 – 12:10**

Chris Rubino

- Joint Policy of Foster Care and Signature for Evaluation

Chris Rubino presented on the “Decision Tree for Unobtainable Parent Signature for IDEA Part C (Early ACCESS)”. The decision tree is a finalized document.

Chris also handed out a form, “Surrogate Parent Recommendation Form for IDEA Part C (Early ACCESS).

Chris handed out a Q & A that was jointly created with Thomas Mayes. The title of the document is “Early ACCESS Surrogate Parent Policy Q & A”.

Chris will be presenting the training to the Iowa Foster and Adoptive Parents Association (IFAPA).

Thomas will be training courts in who they can/cannot appoint.

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**Plan ICEA  
meeting  
(3/2/12)  
12:10 – 12:20**

| <b>Topic</b>  | <b>Discussion Leader</b>                                |
|---|---|
| “Thinking Through Improvement”<br>Training                  | Anne Bailey   |
| Medicaid Update   | Jim Donoghue  |
| Family Story  | Parent  |
| Joint Policy of Foster Care and<br>Signature for Evaluation | Chris Rubino  |
| Executive Committee Meeting<br>Prior to ICEA Council        | 9-9:30 to discuss sustainability of IT<br>Kit training. |

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**Sharing and  
adjournment  
12:20 – 12:30**

Julie Hahn

- As time is available, members may share news of upcoming events, and Signatory Agencies may expand on written updates.

Paula shared about a training, “High Expectations”. She asked if we should think about a training for parents in Early ACCESS regarding high expectations for their future. Heather Moorman and LauraBelle mentioned that it is a good idea. Paula mentioned that she would be willing to work on that. She said that she would bring the training to the next meeting.

Chris mentioned a training that she is attending in the Spring.

Julie Curry mentioned needing to schedule parents to go to OSEP conference.

Julie Hahn mentioned that she is attending the EDHI conference. Julie is also working on a “Lost and Found” DVD. Julie commented that the DVD is strong in aspects of diversity. Julie said they are looking for places to distribute and post. She asked for suggestions to where to distribute. Aryn Kruse mentioned that the ECI PD committee could work on a distribution list.

Gretchen mentioned using QR codes for marketing and helping families with services. She also talked about “Helping Grow” and an environmental scan they are engaging in regarding coordinated intakes.

Gretchen also mentioned that federal funds in the president’s message was approximately a 2% increase. However, this has not been approved yet. So far, the home visiting money is still in the budget, the First Five program is still in the budget.

Aryn Kruse reported on state-wide home visitation positive behavior supports train the trainer that will be offered this summer.

Paula reported on issues regarding respite care and an upcoming presentation. Paula talked about a website launch for families for information and support, including online trainings.

Michael shared that Prevent Child Abuse Iowa will not be scheduling their annual May event.

Heather motioned to adjourn.

Gretchen Hageman seconded the motion.

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