

HAWAII EARLY INTERVENTION COORDINATING COUNCIL
Quarterly Meeting
May 31, 2017

O‘ahu	State Office Tower, 235 S. Beretania Street, DHRD Conference Room, 14 th Floor
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MINUTES

- Members Present:** Bobbie-Jo Moniz-Tadeo (Chair), Jason Maga (Vice-Chair), Patricia Dong, Mike Fahey, Sabrina Golis, Representative Bertrand Kobayashi, Keri Kobayashi, Bernadette Lane, Lisa Lemon, Dr. Stanton Michels, Carrie Pisciotto, Toby Portner, Sharon Thomas, Peter Trang, Julie Walsh
- Members Absent:** Dr. Daniel Buehler, Ashley Diaz, Senator Josh Green, Dayna Luka, Lauren Moriguchi, Mary Jo Noonan, Danette Wong Tomiyasu, Kerrie Urosevich
- Ex-Officio:** Charlene Robles, Patricia Heu, Matthew Shim
- Guests:** William Aakhus, Douglas Mersberg, Deborah Zysman, Dr. Adam Huillet, Ann Sasuga , Dean Wong
- Staff:** Clayton Takemoto

TOPIC	DISCUSSION	DECISION/ FOLLOW-UP
I. Call to Order	Chair, Ms. Moniz-Tadeo, called the meeting to order at 8:30 a.m. <i>A. Introductions</i> <i>B. Review Agenda</i> Agenda reviewed. No additions or comments. <i>C. Review and Approve Minutes from August 31, 2016 Quarterly Meeting</i> Minutes were reviewed and approved. <i>D. Review and Approve Minutes from November 30, 2016 Quarterly Meeting</i> Minutes were reviewed and approved. <i>E. Review and Approve Minute from February 22, 2017 Quarterly Meeting</i> Minutes were reviewed and approved.	

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<p>II. Community Update</p>	<p>A. Update on Early Learning Advisory Board (ELAB) Fahey shared HB498 was passed. ELAB will be changed from an Advisory Board to a Governing Board. Current members will no longer be voting members.</p> <p>Fahey also shared the other bill that has passed is HB937. Purpose of this bill is to appropriate funds for the Executive Office on Early Learning to enter contracts with third party providers for family-child interaction learning programs as part of a mixed-delivery early learning system to ensure school readiness for Hawaii’s children prior to entering kindergarten.</p> <p>Fahey shared HB100 allocated the positions in EOEL from temporary to permanent positions. It also expanded the Pre-K program for four (4) year old and five (5) more classrooms next school year. Sixty permanent positions for special education preschool (teachers and education assistants) were included in this budget bill.</p>	
<p>III. Council Business</p>	<p>A. HEICC Reappointments and Vacancies Takemoto reported that 23 of the 25 council positions are currently filled with four (4) positions to fill by the end of June and with Dr. Stanton Michels and Patty Dong coming to the end of their 2nd term.</p> <p>Takemoto reported that Dr. Adam Huillet will fill one of the vacancies effective July 1, 2017. He will fulfill the requirements of having residing in Hawaii for a year.</p> <p>Takemoto shared that there are two (2) vacant parent positions with one is for a parent with a child of age six (6) or younger, and the other parent of a child under the age of 12. There are four (4) potential parent applicants who will be asked to submit their applications. The Executive Committee will review and make their recommendations. Takemoto shared that he emailed two (2) of the applicants with the information on how they can apply. Takemoto also emailed Moniz-Tadeo and Maga the application information to forward to the other two interested parents.</p> <p>Takemoto reported members whose first term will come to an end on June 30, 2017 and they are:</p> <ul style="list-style-type: none"> • Peter Trang, who notified Takemoto that he will not be reapplying • Daniel Buehler, will reapply • Keri Kobayashi, will reapply 	

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	<p>Takemoto reported that Boards & Commission (B&C) Sharon Ibarra, will work on extension letters for Josh Green, Lauren Moriguchi, and Dayna Luka. They were initially appointed for less than a year to complete the term of the previous person. Takemoto reported that two emails were sent on May 18, 2017, to other members who will need to reapply.</p> <p>Takemoto reported that Dr. Stanton Michels and Patty Dong terms are ending and had asked for recommendation for their replacement. Until their replacements are found, they can continue to serve as members.</p> <p>Takemoto reported that Moniz-Tadeo and Maga’s first term as chair and vice-chair ends on June 30, 2017. Takemoto shared that Maga was nominated as chair and Moniz-Tadeo as vice-chair. Council members were invited to make additional nominations, with none being made. Takemoto reported results of the secret ballot were Maga was elected for chair and Moniz-Tadeo elected as vice-chair, effective July 1, 2017.</p> <p>B. Legislative Update Robles reported HB918, EIS Web-based Data System, went through the conference committee and was deferred. EIS will submit funding request to include in the EIS budget in September.</p> <p>Fahey shared there were 29 proposed bills in the children agenda for 2017 and 12 were passed. Fahey shared some of the big wins for the kids in 2017, the state was brought into compliance with two (2) federal acts to prevent trafficking and child abuse; establishes a State Earned Income Tax Credit; bill passed that prohibits denying students a meal for failure to pay; establishes a working group to plan for and alleviate adverse effects of the potential repeal of the federal Affordable Care Act.</p> <p>C. HEICC Priorities Update (Refer to DOH/HEICC Revised Crosswalk HEICC Priorities and Early Intervention Initiatives/Actions) Robles shared the summarized responses from Part 1, staffing workgroup survey. As expected, salary compensation and increase in compensation were reasons for staff retention challenges. The survey results will be taken back to the staffing workgroup which will be meeting in June. Robles shared EIS will be conducting a salary study and the target is to have the information available in August.</p>	

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	<p>Robles shared that EIS will submit budget request in September for the Web-based data system.</p> <p>Robles shared EIS has a professional development workgroup with various agencies to develop a professional development system that can include the informational videos to educate families on what to expect when transitioning from Part C to Part B.</p> <p>Robles shared results from the staffing workgroup survey which included DOH programs. As mentioned earlier, results will be shared with the staffing workgroup. EIS is reaching out to other DOH programs for information on contracting an agency to complete a salary study. Plan is to have information to share at the August meeting.</p> <p>Robles reported there are no updates on developing a system for parent input and notification or children not eligible for EI services who need services, resources and opportunities. Robles will gather information from Hi`ilei and share it with the council and EI Programs.</p> <p><i>D. Budget (Refer to Questions from HEICC Chair)</i></p> <p>Aakhus shared EIS’s funding has been stagnant for the past nine (9) years and that EIS looks at year to year budgeted expenditures and actual expenditures. EIS did not find a single year where there was a deficit. Aakhus shared in September - October of this year, EIS will prepare Form A for EIS budget request. Every budget item request included in Form A requires a justification with the reason for the request. Aakhus shared as we approach FY18 which starts July 1, 2017, EIS had a large surplus due to vacancies which would make it very difficult to ask the legislature for money when there is an abundance of it. Aakhus shared that the State encumbers EIS’s appropriation into a contract through a purchase order (PO). The PO is for goods and services which is good for two (2) years. Any unspent funds that were due to vacancies were moved forward to the following year’s contracts. EIS could not demonstrate the need and justification to ask for more money because of this surplus.</p> <p>Aakhus reported EIS has looked at these numbers and EIS has not demonstrated a need because of the large surplus. Surplus cannot be carried over when a new</p>	

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	<p>contract year start which EIS will have on July 1, 2017. The unspent funds will revert to the treasury.</p> <p>Pisciotta asked what is going to change, if FY18 is based off projections, based on history, even if the data is provided, what will change? Aakhus shared if the salary study can demonstrate that the contracts have not been adequately funded to support retention or even recruitment then it could be used as for justification for the budget request. EIS will report in the justification the impact if mandated services are not delivered.</p> <p>Could any excess funds that EIS have be used to fund the EIS Web-based database? Aakhus reported because EIS have ongoing contract and these contracts are looked at mid-year, EIS needs to have the funds available to cover direct services in the contracts.</p> <p>What kind of data is EIS requesting from programs to support the database funding request? What specific data is needed to support EIS budget request? Robles shared through the salary study and the data collected, EIS will figure out what will be needed to ask through the budget.</p> <p><i>E. Public Comment Follow-Up</i> <u>Discussed how to get legislative support.</u> Kobayashi: recommend use of strong language and emphasize that certain levels of services are mandated. If it is included in the governor’s budget, then most of the battle is won. Legislative add on is a tough way to get funding. Most add-ons are specific one time requests. An ongoing annual request is tougher.</p> <p>Zysman asked where does EI fall on DOH director’s list of priorities. Shim shared the director is aware of the issue, but it is a hard ask because of the annual surplus.</p> <p>Zysman shared that DOH can put their budget request and justification and that’s all they can do, but they cannot lobby. We on the outside can.</p> <p>Shim said EIS needs strong data to that will strengthen our justifications. We have information and need to figure out the best methodology (e.g. cost of living in different areas, salary study data, living wage in Hawaii). We need to write a justification that insures that the deputy director, and governor understand.</p>	

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	<p>Maga asked how do we help from the outside. Shim shared “provide data”.</p> <p>Tadeo shared council minutes over the last two years include request for more funding for the programs and testimony from families that there have been gaps in services, is important data to support the need for additional funding.</p> <p><u>Discussion around service gap data.</u></p> <p>Pisciotta suggested programs collect one month of data. Robles recommended we analyze the gap data collected annually during the annual monitoring to see if it is sufficient. Tadeo shared that IMUA has been collecting data on service gaps.</p> <p>Brandvold and Wong shared that staff work extra hours because they care about families or the situation would be even worse.</p> <p>(comment from unknown person) If we are always in compliance and we report compliance that won’t support our case for more money.</p> <p>Walsh: Long shifts would also be good data to collect.</p> <p><u>Discussion regarding EIS annual surplus and the concern for appropriate funding of the programs.</u></p> <p>Pisciotta asked if we run out of money mid-year can we request more money? Aakhus shared that once an appropriation is set by the Legislature it cannot be changed.</p> <p>Wong shared frustration in hearing that programs can’t get increases because EIS does not have funds and then now hears that EIS has a surplus.</p> <p>Brandvold shared that salaries for their programs (Easter Seals) are 70-75% of what state workers get, so they are having challenges recruiting staff.</p> <p>Lemon asked what would happen if all providers get together and say no (to accepting the budget).</p> <p>Brandvold shared that it would be worse because they would have to pay their employees unemployment.</p>	

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	<p><u>Discussion around reasons for lack of complaints.</u> Pisciotta shared that families don't want to get people in trouble</p> <p>Wong shared that it's hard to get parent to complain. That's not fair to the families.</p> <p>Fahey shared that families after getting out of EI realizing they did not get all the services they needed but did may not have wherewithal at the time to voice their concerns. He feels we need to look at the system on how we introduce the concept of due process to parents so they can access their rights without hurting those people they depend on.</p> <p>Lemon shared that the only thing that people listen to is threat of litigation.</p> <p>Pisciotta shared concern that with current budget she can't retain staff.</p> <p><i>F. Dashboard Recommended Changes (Refer to Proposal to Modify HEICC Dashboard)</i> Council's proposal to align the Dashboard with indicators that programs are monitored on during EIS annual monitoring.</p> <p>Reasons to modify are:</p> <ul style="list-style-type: none"> • Question: What is the data from the current Dashboard telling us about EI services and possible needs/issues of programs? How are EI services being delivered to families? • Upon review of the current Dashboard, overall data has been steady from FY14 to present with slight variances in a few measures. • By aligning the Dashboard with indicators that programs are monitored on by EIS, the HEICC would be able to understand the challenges and strengths of programs and make recommendations to support EIS which would then support how services are provided to families. <p>Measures with an * would provide HEICC with data regarding how programs are meet the expectations set forth by the Office of Special Education (OSEP). In recent years, there has been "slippage" in meeting the OSEP indicators. This information will help HEICC with advising EIS regarding current trends and challenges.</p>	<p>Recommended Measures for HEICC Dashboard: Measure #1 - continue from current Dashboard.</p> <p>Measure #2 Timely MDE/IFSP* to include both family and program reasons</p> <p>Measure #3 Timely services* (annually data from on-site monitoring)</p> <p>Measure #4 Timely Transition Conferences* to include family/ program reasons and opt out reason</p> <p>Measure #5 Child Outcome Summary & Family Survey* (annually)</p>

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	<p>Robles shared that EIS received one (1) non-Individuals with Disabilities Education Act (IDEA) complaint. This means the complaint was not related to a mandate under the IDEA, Part C regulations such as timely services or timely MDE.</p>	<p>Measure #6 Eligibility by Category; continue from current Dashboard</p> <p>Measure #7 Children with IFSPs; continue from current Dashboard</p> <p>Measure #8 Children Exiting from EI services; continue from current Dashboard</p>
<p>IV. Early Intervention Section Update</p>	<p>A. Part C Update (Refer to EIS Update handout) Robles reported the Part C Grant application, the State Performance Plan/Annual Performance Report, and the State Systemic Improvement Plan Report Phase III were submitted to OSEP. Additionally, they have been posted on the Early Intervention Section (EIS) website.</p> <p>B. Budget (Refer to EIS Update handout) Robles reported no deficit is anticipated for FY 2017 (July 1, 2016 to June 30, 2017).</p> <p>C. Vacant Positions (Refer to EIS Update handout) Robles reported nine (9) out of the 44 positions with the DOH/EIS Admin Office is vacant. Five (5) of the positions are on hold until the re-organization is completed. Five (5) out of the 24 Care Coordinator positions assigned to a POS program are vacant. 12 out of 38 positions with the DOH State EI Programs (3 programs), are vacant. 22.25 out of 178.55 position with the POS Contract EI Programs (17 programs) are vacant with 5.12 of 22.25 are filled with subcontractors.</p> <p>Robles reported there was a temporary hiring freeze for about a month, which just ended for the Billing Clerk, Social Worker/Human Services Professional III, and Physical Therapist III positions.</p> <p>See http://dhrd.hawaii.gov/job-seekers/civil-service-hawaii-state-government-jobs/ for vacant positions. Some of the positions EIS is recruiting for are: Children & Youth Program Specialist IV (System Improvement and Outcomes), Clinical Psychologist Supervisor, Physical Therapist III, Speech-Language Pathologist IV,</p>	

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	<p>and Social Worker IV (Windward and Kona), and Social Worker III (Kauai).</p> <p>D. SSIP Update (Refer to EIS Update handout) Robles reported on the workgroup updates:</p> <ul style="list-style-type: none"> • Professional Development – Online Self-Assessment Tool and revising Training Plan • Staffing <ul style="list-style-type: none"> ➢ Summary of Survey 1; Few responses to Survey 2 ➢ Tele Practice drafting procedures and submitted recommended equipment <p>E. Data for Program Improvement (Refer to EIS Update handout) Revised Child Outcomes forms and developing a tracking tool for use by Demonstration Sites to track Child Outcomes</p> <p>F. Initiatives and Activities (Refer to EIS Update handout) Kamamalu Move scheduled for July 12-14, 2017 Annual Statewide Monitoring of EI Programs has been completed</p> <p>G. Program Measures Dashboard with Complain Summary (Refer to HEICC Program Measures at a Glance Dashboard and EIS Complaint Summary handout)</p>	
V. Public Comment	No public comment.	
VI. Announcements	Portner shared her program is looking to hire 15 full time Social Worker positions. Peter Trang announced he will not be reapplying for another term.	
VII. Future Meetings	Next HEICC Quarterly Meeting is scheduled for August 30, 2017.	
VIII. Adjourn	Meeting adjourn at 11:11 a.m.	