

HAWAII EARLY INTERVENTION COORDINATING COUNCIL
Quarterly Meeting
August 30, 2017

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

Members Present: Jason Maga (Chair), Bobbie-Jo Moniz-Tadeo (Co-Chair), Mike Fahey, Lori Goeas (designee for Patty Dong), Representative Bertrand Kobayashi, Lisa Lemon, Mary Jo Noonan, Toby Portner, Sharon Thomas, Danette Wong Tomiyasu, Kerrie Urosevich, Sandra Pak (designee for Stanton Michels)

Members Absent: Dr. Daniel Buehler, Ashley Diaz, Sabrina “Kehau” Golis, Senator Josh Green, Keri Kobayashi, Bernadette Lane, Dayna Luka, Lauren Moriguchi,

Ex-Officio: Charlene Robles, Dr. Patricia Heu, Matthew J. Shim

Guests: Sue Brown, Ann Sasuga, Luke Kusumoto, Dr. Adam Huillet, Douglas Mersberg, Craig Santos Perez

Staff: Clayton Takemoto, Jiovanna Morley

TOPIC	DISCUSSION	DECISION/ FOLLOW-UP
I. Call to Order	<p>Chair, Mr. Maga, called the meeting to order at 8:32 a.m.</p> <p><i>A. Introductions</i></p> <p><i>B. Review Agenda</i> Agenda reviewed. No additions or comments.</p> <p><i>C. Review Minutes from May 31, 2017 Executive Committee Meeting</i> Minutes were reviewed.</p>	
II. Community Update	<p><i>A. Early Childhood Action Strategy Presentation by Kerrie Urosevich</i> (Refer to Early Childhood Action Strategy handout) The Hawaii Early Childhood Action Strategy is a statewide public-private collaborative working to improve outcomes for Hawaii’s keiki from prenatal to age eight (8). The Action Strategy is funded by Hawaii Community Foundation through a grant to the nonprofit Collaborative Leaders Network, which houses and supports Action Strategy. Partners work across sectors to increase the number of</p>	

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	<p>children prenatal to age eight (8) who are born healthy, developing on track, ready for school when they enter kindergarten, and proficient learners by third grade. The Hawaii’s Early Childhood Action Strategy mission is to bring together government and non-governmental organizations to align priorities for children prenatal to age eight (8) and to strengthen and integrate the early childhood system by streamlining services, maximizing resources and improving programs to support our youngest keiki.</p> <p>Urosevich shared team meetings are open to the public and meet monthly. If anyone is interested in getting involved to contact Kerrie Urosevich at Kerrie@clnhawaii.org or 381-9635, Early Childhood Action Strategy Coordinator, Collaborative Leaders Network.</p> <p>Robles shared the Early Intervention Section (EIS) is represented on each of the six (6) teams. EIS is actively involved with action strategy efforts.</p> <p>B. Update on Early Learning Board (ELB) <i>(Refer to ELB handout)</i></p> <p>Fahey shared the change of the Early Learning Board (ELB) from an advisory board to a governing board which is in now in stature and will be known as ELB. The composition of the board essentially remains the same except the Director of Head Start Collaboration Office which is under the Executive Office of Early Learning can no longer be a member and Representative for the Mayors Council changes from two (2) to one (1) representative. All the representatives of the State Departments, DOE, DOH, and DHS became non-voting members. The Board now has the authority to hire the Director, approve the budget, etc. Fahey shared the Board will be functioning like the Board of Education.</p> <p>Fahey shared the launch of the Executive Office of Early Learning (EOEL) Strategic Plan is scheduled for late Fall 2017. \$300K was allocated to EOEL for contracting Family-Child Interaction Learning programs. Fahey shared five (5) new permanent positions were added to EOEL and that funding was approved for the Early Learning Academy for 2017-2018 and five (5) new public pre-k classrooms in 2018-2019 school year.</p>	

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<p>III. Council Business</p>	<p><i>A. HEICC Reappointments and Vacancies</i></p> <p>Takemoto reported 17 of the 25 council positions are filled. Eight (8) positions needs to be filled: three (3) parent vacancies, three (3) Early Intervention (EI) provider vacancies, one (1) Department of Education (DOE) Special Education Preschool vacancy, and one (1) Department of Health (DOH) Children’s Mental Health vacancy.</p> <p>Takemoto shared Craig Santos Perez (parent) application is in process of being approved. His child (Kaikai) is below the age of 6.</p> <p>Takemoto shared Dr. Adam Huillet has received his approval letter from B&C and Douglas Mersberg submitted his application. Takemoto shared the Council still needs to find one more EI provider (to replace Keri Kobayashi).</p> <p>Takemoto shared that Dr. Michel’s has authorized Sandra Pak to be his designee pending her application being approved to replace him as the DOH Mental Health representative. Takemoto shared Lori Goeas, has been designated by Patty Dong to represent DOE Special Education although there may be a change in who applies to actually replace her (Dong) on the Council.</p> <p>Takemoto shared that the Council is still looking for parent representatives (2). Robles had sent out an email to programs requesting they submit names of interested parents for the council to consider. Maga asked Council members to let Takemoto know if they know of an interested parent. Maga shared getting parent representation from the Big Island would be desired. Fahey suggested asking DOE for parent recommendations. Goeas will look into finding a Big Island parent through DOE.</p> <p>Takemoto shared he needs to follow up on Council members who need to reapply. He also needs to follow-up with B&C to secure the Oath of Offices for newly appointed members. Oaths need to be notarized before the appointed person can become a voting member on the Council.</p> <ul style="list-style-type: none"> • HEICC Executive Committee Member Recommendations Maga shared council is looking for three (3) additional members to participate in the Executive meetings to plan and prepare for the Quarterly meetings. If anyone is interested, they should let Maga, Moniz-Tadeo, or 	<p>Takemoto to follow up with B&C on obtaining the Oath of Office for Dr. Huillet and on Douglas Mersberg’s application.</p>

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	<p>Takemoto know.</p> <p>B. Legislative Update <i>(Refer to REVISED Crosswalk HEICC Priorities and Early Intervention Initiatives/Actions handout)</i></p> <p>Representative Kobayashi shared there will be a combine committee in the House on the health and human services, the new chair will be John Mizuno from Kalihi.</p> <p>Mizuno has been the chairperson for human services in years back. A member of the committee, Marcus Oshiro from Wahiawa, has been nominated to be chair for the State Labor Relations Board and will leave the legislature as soon as he is sworn into office. Oshiro has been supportive on health-related matters.</p> <p>Fahey shared HCAN had some big wins for kids this past legislative session, 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>Maga shared EIS has a couple of items that will be going into the budget request, EIS database and additional funding for services. Maga shared funding for EIS database did not pass in the last legislative session and EIS will submit a budget request. Maga shared Council will support the funding for the EIS database and asked how could the Council support the funding request.</p> <p>Fahey shared HCAN had their first meeting for the 2018 Hawaii’s Children Policy Agenda for the next legislative session, next meeting will be in October. Fahey shared the Executive Committee needs to decide whether to include the issue of the data system in the Policy Agenda. The advantage of having an issue included in the Policy Agenda is that it brings all the partners who are part of the Policy Agenda as possible supporters for the issue and will be kept abreast with all items that could affect the children that we represent.</p> <p>Robles reported EIS is conducting a salary and rate study. Additionally, a Form A, budget request was submitted to request increase funding to support purchase of services and the acquisition of an EIS web-based data system. Robles added that</p>	

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	<p>EIS contracted WICHE to conduct salary and rate study. Results are anticipated to be available in August and more information will be shared in the Budget section.</p> <p>C. HEICC Priorities Update Robles reported there are no updates for videos for families transitioning to Part B from Part C in the areas of “what to expect” and no updates to develop a system for parent input and notification.</p> <p>Robles reported data from Hi’ilei indicated that referrals to this program has significantly declined from 67 in 2014 to two (2) at the end of May 2017. EI programs reported Hi’ilei has not been consistently offered by programs. This will be further addressed at the next Program Manager meeting. Robles added that of the 166 cases to date, 30 were active and eight (8) were referred to EIS.</p> <p>D. Public Comment Follow-Up Maga reported no update to report.</p> <p>E. Dashboard Recommended Changes <i>(Refer to Dashboard and HEICC Data Request handout)</i> Maga shared items that are new to the dashboard are marked “new.” Maga shared this was discussed at the last quarterly meeting regarding what the Council wanted and what was taken away.</p> <p>Moniz-Tadeo shared the Executive Committee looked at the data and discussed a lot of the data will need to be evaluated even further such as “schedule full” and what that truly means. Moniz-Tadeo shared her staff will write that they have a full caseload and can’t provide any additional services because they’re covering for a vacancy, they are not writing that it’s due to a vacancy. Vacancy is something that she would know as an Administrator.</p> <p>For measures #4, 5, 6a, and 6b, Council would like to have actual numbers and discussed the possibility of having monthly data versus quarterly data. Council would like total number and not percentage data for measure #5, 6a, and 6b, quarterly and annually.</p>	<p>Robles to provide the actual number (N) to help better understand the percentages for Measure #5: Timely MDE and Measure #7.</p>

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<p>IV. Early Intervention Section Update</p>	<p>A. Part C Update <i>(Refer to Early Intervention Section (EIS) Update handout)</i> Robles reported the Office of Special Education (OSEP) determined that Hawaii “Needs Assistance” in meeting the requirements of the Individuals with Disabilities Education Act (IDEA), Part C.</p> <p><i>(Refer to Part C Determination handout)</i> Robles explained that Part C Determination is based on the State’s Performance Plan and Annual Performance Report (SPP/APR) which is reviewed by the Office of Special Education (OSEP). OSEP looks at data quality, the completeness of data, child outcomes data, and compliance. Hawaii has been determined to “Needs Assistance” by OSEP.</p> <p>When a State has the Part C Determination “Needs Assistance” for two consecutive years, OSEP may require the State to access technical assistance, direct the use of State-level funds to the area(s) where the State needs assistance, or identify the State as high-risk and impose Special Conditions on the State’s IDEA Part C grant award. EIS is already taking advantage of available technical assistance and this has been acceptable by OSEP.</p> <p>B. Budget <i>(Refer to EIS Update handout)</i> Robles reported that EIS submitted the Form A budget request for additional funding to support purchase of service and an EIS web-based data system. Morley shared EIS has contracted Western Interstate Commission for Higher Education (WICHE) to conduct EIS salary and rate study. WICHE is a regional organization created by the Western Regional Education compact and adopted in the 1950s by Western states. WICHE was created to facilitate resource sharing among the higher education systems of the West. It implements many activities to accomplish its objectives. WICHE conducted the Child and Adolescent Mental Health Division (CAMHD) rate study in 2016.</p> <p>Morley shared on July 25th, EIS submitted two separate budget requests for FY19 and it was relayed to EIS. First request was for the EIS web-based data system and the second request was for additional funding to support purchase of services. Morley shared although EIS cannot guarantee the requests will be approved, the salary and rate study as well as a web-based data system are among the areas of</p>	

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	<p>priorities for the Family Health Services Division (FHSD). Morley shared that the EIS budget request for fiscal year (FY 19), was based on an EIS preliminary study that included a cost of living in Hawaii analysis, assessing current EIS rates and national averages for EI service disciplines. The information was used to determine a dollar amount for the budget request. Morley shared EIS should be expecting the final report from WICHE in September and it will be submitted with EIS budget request.</p> <p>C. Vacant Positions <i>(Refer to EIS Update handout)</i> Robles reported nine (9) out of 44 EIS positions are vacant, with five (5) positions on hold until the re-organization is completed. 2.75 out of 24 DOH Care Coordinators assigned to POS positions are vacant. Nine (9) out of 34 positions at the DOH State EI (3) programs are vacant. 16.74 out of 170.16 POS contract EI (17) programs are vacant with the POS programs having secured 11 subcontractors to support services.</p> <p>See http://dhrd.hawaii.gov/job-seekers/civil-service-hawaii-state-government-jobs/ for vacant position. Some positions EIS is recruiting for are: Children and Youth Program Specialist IV (Systems Improvement & Outcomes Unit), Clinical Psychologist Supervisor and Clinical Psychologist, Physical Therapist, Speech-Language Pathologist, and Social Worker IV and III.</p> <p>D. SSIP Update <i>(Refer to EIS Update handout)</i></p> <ul style="list-style-type: none"> • Workgroup Updates: <ul style="list-style-type: none"> ○ Professional Development – Drafted Supervisor/Mentor Assessment to be used during observation of staff. ○ Staffing <ul style="list-style-type: none"> ▪ Summary of Survey 3 – Employee Survey distributed to capture satisfaction and engagement. ▪ Tele-Practice – Reviewing guidelines and training modules. ○ Data for Program Improvement – Reviewed on-line modules for program use. <p>E. Initiatives and Activities <i>(Refer to EIS Update handout)</i></p>	

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	<p>Robles reported EIS had moved effective July 11, 2017 to the Princess Kamamalu Building on 1010 Richards Street, Suite 811. Robles shared EIS new fax numbers, (808) 586-0015 main; (808) 586-0016 for EI Referral Line. All other phone numbers have remained the same.</p> <p><i>F. Program Measures Dashboard with Complaint Summary (Refer to HEICC Program Measures at a Glance Dashboard handout)</i></p>	
V. Public Comment	No public comment.	
VI. Announcements		
VII. Future Meetings	Tuesday, October 31, 2017	
VIII. Adjourn	Meeting adjourn at 11:36 a.m.	