

Integrated Training Collaborative Quarterly Meeting
July 23, 2018
Meeting Minutes



Attendees: Cori Hill, Dana Childress, Carol Burke, Deana Buck, Patty Eitemiller, Stacie Ja Austin, Catherine Hancock, Kyla Patterson, Pamela Lang, Lisa Terry

1. Announcements

- a. *ITC members joined in wishing Lisa a very happy birthday today!*

2. State & National Activities

- a. VA DEC:/Patty reported:

- VADEC Open Board Position: Professional Development Chair
 - Heather Coleman will be stepping down as the current Professional Development Chair as she has recently completed her Ph.D. and accepted a position in North Carolina. We already have a small committee established to support this position. If you are interested in running for the position please submit your resume and a brief statement as to why you are interested in this position and what you feel you could bring to the role. I'd like to have this information by **August 3rd, 2018**. **Send all submissions to patricia.eitemiller@gmail.com**. A description of the duties and position from our bylaws is below.

The Professional Development Coordinator shall:

1. work with the Vice-President in developing programs for the VADEC meetings;
2. organize members to participate in a variety of professional conferences and workshops;
3. share information about professional development opportunities with the communications and social media chair to publicize such information.
4. keep a written record of advertised professional development opportunities and professional development events provided by VA DEC.

- Upcoming Events

- Heather and Dana will offer the first **professional development webinar, *Implementing the DEC Recommended Practices - Let's Think about Assessment on August 14, 2018***. Please be on the lookout for an email to follow with details on this opportunity.
- We will be hosting a **Tupperware party fundraiser on Saturday, August 18, 2018** in Richmond. An email will be sent out with more details.
- Face-to-face meetings will continue in different locations in the state. The next face-to-face **all member meeting is scheduled for September 8, 2018 at 11 am** in Northern Virginia. It will be held in a restaurant. More details to follow via email.

- A member survey will be sent out to determine the need since the board is now established.
- VA DEC Board Members will be leading the nominations committee and looking for three members to be established by September. We would like the transition to begin by the end of April.
- National DEC conference will be coming up from October 23-26, 2018 in Orlando, Florida.

- b. National DEC-PD Team presentations/Cori reported:

- The PD team will provide a variety of presentations at the national DEC conference: cultural humility, family-centered practices and professional biases, Learn the Signs Act Early poster session, a poster session on research about service coordination, and

work with the universal core curriculum. Please let Cori know if you would like specific details on any of the presentations.

- c. VA NICU EI Collaboration/Erin reported:
 - Erin and Catherine participated in the Advisory Council for this grant-funded initiative to ensure all eligible and potentially eligible infants in the NICU are referred to early intervention services. This grant is at the end. They are working on getting parent testimonials about their transition to early intervention. There was a transition story template developed to be utilized.
 - The collaborative website will continue to be maintained: <http://www.vhha.com/quality-patient-safety/virginia-nicu-early-intervention-collaborative/>
 - Resources developed include a best practices protocol for hospitals and a bedside guide for caregivers on supporting their baby. These resources will also be posted on the VEIPD.org website under topics and trends under prematurity. The professional development team will highlight these resources in the update in September.
- d. ACT Early/Deana reported:
 - CDC website highlights the milestone tracker. Please share this information. The app helps link to early intervention and it is a great resource for providers. This is a free app available on Android and Apple. For more information, please visit <https://www.cdc.gov/ncbddd/actearly/index.html>
- e. CCSS 2019/Cori reported:
 - The Creating Connections to Shining Stars conference will be held at the Hotel Roanoke from July 17-19, 2019. We cannot officially advertise dates until we received the signed contract. Once that occurs, we will begin to send out a save-the-date. The conference will include a pre-conference day and two full days. Previously, this was a VCPD event, but due to lack of availability and resources, it will return to a Part B and Part C collaborative conference.

3. **Updates on current ITC work and tie to ITCVA Priorities and SSIP**

- a. Kaleidoscope/Cori reported:
 - Upcoming Kaleidoscope training:
 - September 25, 2018 in Staunton, VA
 - Next Kaleidoscope will be offered in the spring of 2019 in the Richmond area
 - There were three Kaleidoscope trainings offered last year since Kaleidoscope trainings were on hold to develop the new curriculum. There were more participants who were in the field longer. Hopefully, we are now receiving new service coordinators to the field. We took all the feedback from participants last year and modified the CoP to three consecutive months instead of four months. Dana added the last CoP with three sessions were very successful as participants seemed engaged. We just completed the last one this month and will receive feedback from the evaluations. Please let us know if you hear of any feedback from your staff.
- b. Talks on Tuesdays (ToTs) –planning for fall/Cori reported:
 - Shared your feedback with Part C staff
 - Thank you for the feedback from the last ITC meeting. It was shared with Part C staff.
 - ITC members supported the two-part, more in-depth ToTs
 - ITC members also liked the idea of developing a ToT topic-specific Learning Byte to go out to LSMs and supervisors after the ToT. We will begin trying this following the Oct ToT.
 - We discussed with Part C staff the idea of hosting a webinar series on NLEP for all practitioners. This would be offered after the next contract year beginning November 1, 2018. It would likely NOT be a ToTs, but a separate webinar series.
 - Initial ideas for fall topics:
 - Opioid Crisis, Parts I and II-confirmed for Sept/Oct by Kelly Hill and Charlene from Shenandoah

- Cleft Palate
 - Generational Differences/Millennials – Tierra Henry’s blog has been a popular topic so considering a ToT related to this topic
 - Please email Cori if you would like to meet with us to plan additional topics
 - Cynthia expressed interest in our last meeting.
- c. Learning Bytes/Dana reported:
- Many [Learning Bytes](#), on a variety of topics, have now been developed and are ready for your use with staff, students, etc.
 - We would love to hear any additional ideas for Learning Bytes. Please email Dana any other ideas.
- d. Modules/Cori and Lisa reported:
- Authentic Assessment-Launched 7/1/18
 - The Authentic Assessment module was developed through the work of the EI Universal Curriculum Workgroup. Virginia adopted and launched on July 1, 2018. This is a now required module for all EI providers in VA.
 - Child Development-to be launched by 10/31/18
 - Child development has been reviewed by Part C staff. It is currently being by the e-Learning specialist.
 - We will need reviewers for this module in the future.
 - Patti, Stacie, and Carol have volunteered to review this module.
- e. LSM Meeting/Deana reported:
- Deana is working with Sarah Moore from the Part C office along with a team of LSMs to plan for the next LSM meeting. The meeting will be 9/25/18 in Charlottesville. The LSM meeting is an opportunity to share information and updates. Some topics covered will include: Medallion IV, transition with Dawn Hendricks, Part B 619 Coordinator, and adult learning with Dana Also discussion that another topic might include working with families in rural areas of VA.
- f. ECMH Collaboration/Lisa and Cori reported:
- A handout was developed to help close the loop on what is currently available on the VEIPD website as it relates to the social and emotional needs identified by a survey completed by the local system managers.
- g. Coaching Projects/Dana reported:
- There is a new online course underdevelopment called, “Yes, Service Coordinators Can Use Coaching.” Carrie, our e-learning specialist, is working on content and formatting. Dana and Cori are working on filming professional videos highlighting examples of service coordinators using coaching. Filming will begin in northern Virginia. Dana will also informally film locally without a professional videographer. Dana will be seeking reviewers as the course is ready.
 - A Reflection Guide has been developed as a mechanism to support ongoing practices... It takes a practice-based coaching approach on how we support coaches. The reflection guide helps practitioners reflect on their own practices. It can be used to work one-on-one or in a group setting during ongoing supervision, staff meetings, lunch meetings, clinical staff meetings. The Guide is currently being reviewed by Part C staff
 - Dana has been working with I&TC of Norfolk on an informal pilot orienting new service coordinators to coaching. There were four sessions: 1) how a service coordinator fits into coaching, 2) completed the Texas coaching module together as a group, 3) scenarios on accessing resources like the Medicaid waiver or child care, and 4) discussion on how Norfolk SCs have been using coaching and what else is needed to support them. The group identified the need on how to use coaching with other providers because that seemed to happen more frequently.
 - The Coaching implementation support group just finished and a new one will be launched over the winter.

h. Faculty Info/Cori and Deana reported:

- DOE Competencies and VEIPD Resources Crosswalk/Cori reported:
 - The last crosswalk of Department of Education (DOE) early childhood special education competencies and resources on the VA EI Professional Development (VEIPD) Center was completed in 2014. Since then, the competencies have changed and the VEIPD website contains more resources. Once the updated crosswalk is complete, this can be a tool to be shared for faculty teaching classes.
- Early Childhood Personnel Center (ECPC) Leadership Institute and Faculty Symposium/Deana and Cori reported:
 - The ECPC State Leadership Team includes representatives from Part B, Part C, University Center for Excellence on Developmental Disabilities (UCEDD), community agency, and a family member. Deana and Cori are on the VA Leadership Team. They attended the annual Institute in June. Inclusive practices will continue to be a focus of this year’s workplan with a new initiative to address inner-disciplinary collaboration. Through a collaborative effort among DEC, CEC, NAEYC, Zero to Three, American Physical Therapy Association, American Occupational Therapy Association, and Association for Speech, Hearing and Audiology, four large competencies have been endorsed for all providers/practitioners including: 1) Family-centered practices, 2) Intervention informed by evidence, 3) Coordination and collaboration, and 4) Professionalism. This work will be relevant to the ITC as we support preparation of future early interventionists in all related disciplines/fields.
- Personnel Prep Grant-2 and 4 year IHEs/Deana reported:
 - In 2009, a request of proposals was made to work in conjunction with community college faculty. The idea was to add content to courses on working with children with disabilities. The grant worked directly with nine community colleges by sharing information and resources already developed to support learners earning their early childhood associates degree.
 - There is a new request for the grant due August 13, 2018. They will be funding 8 proposals across the country.
 - Pamela Lang teaches at community college and offered herself as a resource to help contribute to the grant proposal. Dean will contact Pamela.

i. SC Web Discussions/Dana reported:

- The PD team is planning to host regional web discussions on topics requested by SCs and LSMs in survey feedback. These 1-hour web discussions will be held on a quarterly basis (see below for the schedule) and will be designed to offer service coordinators the opportunity to hear from colleagues, share strategies and ideas, and receive support.
- We will let the LSMs in each region know about these dates and invite them to participate. We’d also like to invite the TAs from each region to attend and provide back-up support in case there are specific procedural questions that need to be answered. Let us know what you think.

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Regional Group	PD Staff	Meeting Schedule	Dates and Topics
Roanoke Area/Southwest	Lead: Dana Back-up: Deana Tech/marketing: Jeanne	1 st Thurs Noon-1pm	Oct 4 th - Engaging Families and Overcoming Challenges Jan 3 rd - Where Coaching Fits in EBPs in EI Apr 4 th - Organization, Documentation, and Time Management...Oh My! July 4 th (will change date) - Navigating Teaming Challenges
Valley/Central	Lead: Stacie Back-up/support: Cori Tech/marketing:	2 nd Wed Noon-1pm	Oct 10 th - Engaging Families and Overcoming Challenges Jan 9 th - Where Coaching Fits in EBPs in EI Apr 10 th - Organization, Documentation, and Time Management...Oh My!

	Jeanne		July 10 th - Navigating Teaming Challenges
Tidewater	Lead: Lisa Back-up/support: Cori Tech/marketing: Jeanne	2 nd Thursday noon-1pm	Oct 11 th - Engaging Families and Overcoming Challenges Jan 10 th - Where Coaching Fits in EBPs in EI Apr 11 th - Organization, Documentation, and Time Management...Oh My! July 11 th - Navigating Teaming Challenges
NoVA	Lead: Dana Back-up: Lisa Tech/marketing: Jeanne	3 rd Thurs noon-1pm	Oct 18 th - Engaging Families and Overcoming Challenges Jan 17 th - Where Coaching Fits in EBPs in EI Apr 18 th - Organization, Documentation, and Time Management...Oh My! July 18 th - Navigating Teaming Challenges

j. Learning Paths/Dana reported:

- The learning path idea is a way to get information from different places. It is individualized allowing the learner to decide whether they wish to complete all the learning paths or just one learning path. The learner will take a quiz at the end and receive a certificate once they pass it.
- This is a different approach to learning than an online module. Dana was developing the autism module and struggled with how to keep it current since the information is always changing.
 - The autism learning paths include, “What is Autism?” “Early Signs and Symptoms of ASD,” and “Early Intervention Supports and Strategies.”
 - Once it is ready, Dana would love to have anyone interested test it out to provide feedback next year.
- Other topics can be explored for other learning paths such as ongoing coaching practices and infant mental health.
- Please email any ideas for topics or known good resources to Dana.

4. **Other**

a. Feeding Topic/Erin reported:

- Erin had a staff member attend a feeding conference this past weekend held by Rehabilitation Associates. Feeding is hot topic of interest because we continue to receive numerous referrals for feeding. It would be helpful to receive more training on this topic. Possibly explore the speaker from this conference.
- Patty provided the name for another possible resource: Randy Fedoruck, OTD, MA, OTR from Sensation Station in Guildford, CT.

Next meeting is scheduled for 10/22/18 but rescheduled due to a conflict with the DEC conference. The next meeting will be held on **October 15, 2018 from 10:30 am-12:00 pm.**