

**Integrated Training Collaborative  
Meeting Minutes  
July 5, 2006**

**Members Present:**

Vicki Beatty	Bev Crouse	Dianne Koontz Lowman
Deana Buck	Heidi Faustini	Kymberly Pool
Jennifer Cave	Cori Hill	

**1. Welcome, Announcements, and Celebrations-**Members introduced themselves.

- Welcome to new members Vicki Beatty and Heidi Faustini. Vicki is the Family Linkage Coordinator for the Infant & Toddler Connection of Richmond and Heidi is the Parent Liaison for the Infant & Toddler Connection of Chesterfield. We are so glad to have both of them join the ITC.
- Dianne announced that her home sold. Congratulations!
- The 2<sup>nd</sup> Annual Training Institute on Outcomes and Practices in Service Coordination will be held in St. Thomas from September 28<sup>th</sup>-30<sup>th</sup>. Cori has information available electronically if you would like more information.
- The DOE Shining Stars conference will be held on July 19<sup>th</sup>-21<sup>st</sup> at VA Beach. Registration is available at TTAC Online.
- The Virginia Information Conference will be held on July 28<sup>th</sup> and 29<sup>th</sup> at the Charlottesville Omni.

**2. Interagency Updates**

Dianne reported that JMU had its first early childhood Content Academy during the last week in June. There were approximately 28 participants and the focus was on inclusion. The week-long academy was very successful and there are plans to make it an annual event.

Dianne also reported that she participates on the DOE Autism Priority Project and the DOE Early Childhood Project. Both of these projects have discussed developing training or modules related to autism for infants and toddlers with autism. Dianne asked how the ITC could collaborate with these projects. See "New Business" for details.

**3. End of Year Grant Summary-Review of Workplan-**Cori reviewed the 2005-2006 Scope of Work (see attached). The ITC had a successful year. The Fourth Annual Creating Connections conference was held in Roanoke in April. Approximately 300 early intervention providers participated. Two level I Kaleidoscope trainings were held with 47 service coordinators participating. In June, KII was provided with 31 service coordinators in attendance. Six regional trainings were held in collaboration with Part C technical assistance staff. Additionally, the ITC webpage has been developed.

There were several deliverables on the Scope of Work that were not completed due to extenuating circumstances. Deliverable 2.3.1 related to designing the Orientation to Part C module as web-based requires the Part C office to determine in what format (Blackboard, TTAC online, etc) they would like the curriculum so that the competency test

can be completed online. The Part C office has not yet made this decision. Once this decision has been made, this deliverable will be completed. Additional deliverables related to evaluation were also not completed as the Part C office has not yet hired the evaluator whose responsible it will be to analyze all of the results of the ITC data.

**4. Review of Proposed Grant-**Cori reported that we do not yet have a signed grant but that the proposed grant amount is \$165,540.00. Highlights of the deliverables for the 2006-2007 grant year include:

- Statewide conference-maximum of 350 participants
- 3 KI trainings (increase of one)
- 2 KII trainings (increase of one)
- Orientation/Training session to train new KI and KII trainers
- 6 locality-specific trainings in collaboration with Part C TA Consultants
- Continue working with EIAs

Cori will develop a new 2006-2007 Scope of Work based on these deliverables.

**5. New Business-**The committee discussed potential ideas for the upcoming year. Feedback from the has field been that providers would like trainings scheduled as far in advance as possible. The ITC will attempt to schedule the trainings further in advance and post on the website.

It was also suggested that it may be time to provide another Orientation to Local System Managers. The last training was held in October 2003. We will consider doing this in fall 2006.

There was discussion about a “shift away from family-friendliness in Part C” and trying to get more parent involvement and participation. This might be something to consider for the conference.

Members discussed Dianne’s comments from the DOE Autism and Early Childhood Projects. We reviewed notes from when Carol Schall attended an ITC meeting. It was agreed that a small committee of ITC members would meet for a conference call on 7/17/06 from 1:00-2:30p.m. to discuss ideas and ways to collaborate with the DOE Priority Projects on this issue. Topics of interest pertaining to autism include: early indicators/red flags, reciprocity, relationships, communications, and approaches to autism such as Floor Time, ABA, etc. The following members agreed to join the subcommittee: Dianne, Deana, and Bev. We will also ask Carol and Dana to see if they might be interested in participating.

Cori discussed the Orientation/Training session for new KI and KII trainers that will be in this year’s contract. This training will be for a maximum of ten participants who have good public speaking skills, are energetic and have the ability to teach the KI and KII curricula to providers across Virginia. Cori will send an e-mail to ITC members requesting suggestions for potential participants. Members may also e-mail Cori with any

nominations. It is anticipated that this training will occur towards the end of August/early September.

Kym reported that Alex Nelson Iwashyna who was the Part C intern will be conducting pediatric resident training through CDR. They currently have two dates scheduled: July 27<sup>th</sup> and September 11<sup>th</sup>.

Members discussed potential meeting times for this contract year. Some members reported that Wednesday mornings were not the best times. We agreed to try a Friday afternoon for the next meeting.

**Next full ITC meeting: Friday, October 13, 2006 from 1:00-3:00. Location to be determined.**

Thanks for your time and enthusiasm!