

**Integrated Training Collaborative  
Meeting Minutes  
October 18, 2010**

**Members Present:**

Jen Barnes-Maddox  
Deana Buck  
Carol Burke  
Dana Childress

Cathy Cook  
Terry Erlichman  
Heidi Faustini  
Corey Herd

Cori Hill  
Jane Stuart  
Beth Tolley  
Lynn Wiley

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

- ❖ A warm welcome to new member, Cathy Cook, from JMU TTAC.
- ❖ Heidi announced that she is going to Disney in several weeks.
- ❖ Deana reported that the Partnership wrote and received a community college grant to incorporate more inclusion practices into community college course content. One professor has already begun incorporating some of the SpecialQuest materials into her coursework.

**2. Interagency Updates**

- ❖ Cathy reported that there is a new Valley CoPA leader, Alicia Hagen. Cori and Cathy will be meeting with Alicia soon to get things active again in the Valley.
- ❖ Deana reported that the Partnership through ARRA funding is hiring a new technology support person who will work on our project 2 days/week.

**3. ITC Current Work**

- A. Work Plan** (to retrieve: <http://www.infantva.org/documents/pr-ITC-ARRA-Grant-ProfDevel-201008.pdf>). Deana, Dana and Cori walked through various aspects of the combined ITC/ARRA grant professional development plan. The plan is quite ambitious with the ARRA portion of the grant ending September 2011. Sections of the activities and products are designated for specific users such as LSMs, SCs, providers, etc. In the very near future, all professional development activities will be posted on the Early Intervention Web Portal so people have “one stop ‘shopping’ to find all available professional development tools and resources. The plan features new types of professional development activities including additional modules, webinars, mini-lessons and resource pages. Everything in the plan was derived from input from the field, Part C staff, and ARRA priorities for professional development. If you have specific questions regarding the plan or the products, please contact Cori at 540-943-6776 or [cfhill@vcu.edu](mailto:cfhill@vcu.edu)

One ITC member noted that as part of the LSM professional development much support is needed as the oversight of the local system has increased dramatically. One particular area of urgent need is more information on documentation requirements. There are also plans to try to implement some type of monthly call such as “Topics on Tuesday” which will be scheduled for a set Tuesday of every month. The calls will be recorded for those who cannot participate on the “live” date.

**B. Kaleidoscope-** A K Train-the-Trainer event was held in Fishersville on 8/20/10 for sixteen participants who spent the day learning about the ITC, professional development, adult learning styles, and training techniques. Additionally, they were each videotaped twice and received constructive feedback related to their presentations. Fifteen of the sixteen new trainers opted to move to the next step by attending an upcoming KI training, assisting with the arrangements and training activities and training on small sections of content.

KI was provided in Norfolk for 52 SCs on September 15<sup>th</sup> and 16<sup>th</sup>. Six of the new trainers participated. The next KI is scheduled for October 25<sup>th</sup> and 26<sup>th</sup> in Fairfax. This training is registered to capacity with 55 participants and the remaining new trainers. Plans are currently being made to schedule a KII training prior to the winter holidays. In an effort to get all SCs trained, the ITC will work to schedule one additional KI. There is discussion about attempting to add an additional KII in spring 2011. It is important to note that the additional KI and KII trainings are not part of the current deliverables (2 KI trainings and 1 KII training) and plans will proceed if we are able to successfully schedule locations and trainers.

**4. Other Business-**It was noted that the information pertaining to the ITC's work and EI professional development may not be reaching as large an audience as we might hope. Information IS sent through the EI listserv which includes all certified EI providers. Additionally, a CSPD update is provided in the monthly Part C update which members are encouraged to share with all colleagues and collaborators. We will explore possibly adding an insert into TTAC newsletters.

A question arose about whether there would be an EI conference this spring. There is a proposal about possibly conducting the conference in fall 2011 as we are probably too late to begin planning for the spring. If we are able to get approval, we will explore the use of technology to include those who may not be able to participate "live."

Next meeting will be in January. Cori will send a meeting wizard to schedule.

**Thank you for your continued interest and support in the ITC!**