

**EARLY INTERVENTION PROGRAM (EIP), FAMILY SUPPORT PROGRAM (FSP), COMMUNITY
OPTIONS PROGRAM (COP) ADVISORY COMMITTEE**

December 17, 2015

Members Present: Flonnie Pliska, Dave Neumann, Jennifer Shanak, Linda Kirchner, Jenni Boelter, Sue Otterson, Sarah Henrich, William Gonwa, Susan Younger, Sue Johnson

Members Absent: Eileen Lamm, Steve Wowzynski, Jeanne Gehrke, Nicole Lauritzen

Handouts Available: Agenda, Family Support Program Statistics – 12/17/2015, Advisory Committee Minutes 9/24/2015, January 2016 Children’s Community Options Program Information, EIP Program Statistics

I. **Call to Order:** Linda Kirchner called the meeting to order at 4:38 pm.

II. **Approval of Minutes:** Motion made by Sue Johnson seconded by Sue Otterson to approve the minutes from the September 24, 2015 meeting. Motion carried.

III. **Family Support Program:**

Bill will be retiring from his LTE position 12/22/2015. One fulltime CLTS position *and one part-time CLTS position* are open at this time.

Bill reviewed the following report. The FSP monies we receive are child specific. Up to 5% of monies left can be carried over to 2016. The State would keep any other left over monies which would be used to fund children in other counties.

FAMILY SUPPORT PROGRAM STATISTICS – 12/17/15

\$52,668.00 – 2015 Base Allocation
-\$5,266.80 – Administrative costs (10 percent)
+\$1,904.00 – Carry over from 2014
\$49,305.20 – Money available for direct services in 2015

2015 Family Support Update:

There are currently 29 names on the Family Support funding list. This includes one high-needs child that utilized Family Support funding as “match” for the CLTS Waiver program during the first two months of this year. The following is a breakdown of the activity that has occurred thus far this year:

- 56 children are currently open and receiving Family Support funding.
- 40 of the children who are currently open for Family Support funding are also open on the CLTS waiver and are receiving one-time funding to pay for a service not covered by the CLTS waiver.
- 16 children are being funded with “pure” Family Support funding. (Not receiving any other funding.)
- All of the families on the FSP funding list received letters inviting them to participate in the 2015 FSP funding year.
- 7 families declined FSP funding in 2015 but requested that their child remain on the funding list for next year.
- There is currently 1 child who is in the process of being opened for FSP funding at this time.
- Any new referrals who meet functional eligibility for funding will be placed on the waiting list for the Children’s COP funding that will be available as of 01/01/2016.

Of the \$49,305.20 that is available for direct services, \$46,358.31 has been allocated so far this year. As of today, \$41,639.16 of the allocated funding has been spent. At this time, the total amount of unspent funding is \$7,666.04. Up to 5% (\$2,633.40) of the total \$52,668.00 allocation can be carried over into the next funding year.

Susan reviewed the January 2016 Children's Community Options Program (CCOP) Information handout. The Family Support Program is officially ending 12/31/2015. The FSP will be replaced with the Children's Community Options Program. We do not know how much money we will be receiving but it will probably be the same amount as the Family Support Program received in 2015. Families will receive a letter with the program name change.

We would like to continue this committee as the new EIP/COP Committee. The COP Committee would no longer be for adults but would be the Children's COP Committee. We will need clarification on the makeup of the committee membership. This will be discussed at the next meeting when we have more information.

Updated information on Committee Membership:

(a) Appoint members to an advisory committee or appoint an existing committee in the service area as the children's community options advisory committee to assist in developing the program plan and to monitor the program. The committee shall include, but need not be limited to, the following members:

- 1. Parents of children with disabilities including, if possible, parents from families that participate in the children's community options program. To the maximum extent possible, the parents shall be representative of the various disability, racial, and ethnic groups in the service area. The members specified under this subdivision shall constitute a majority of the membership of the committee.***
- 2. Persons from the service area representing the county department under s. 46.23, 51.42, or 51.437 and the county department under s. 46.215 or 46.22, school districts, and local health departments, as defined in s. 250.01 (4). At least one of the committee members selected under this subdivision shall be a person providing community social services to children with disabilities who are eligible for the program.***
- 3. Persons in the service area who provide social or educational services to children who have disabilities other than the providers specified in subd. 2.***

The 2015 FSP Plan was never approved. We never received the forms from the State. We will review this at the next meeting. ***Upon further investigation, the plan materials were sent to the wrong email address and never received by the Family & Community Services Manager. The plan has now been sent to the state and will be reviewed at the March meeting.***

Children's COP should be as flexible as the FSP. The administrative rate will be 7% compared to 5% for FSP. Funds can be used for the family and not just the targeted child. Service coordination can be billed under the CCOP.

EARLY INTERVENTION PROGRAM STATISTICS

7/1/2015 through 9/30/2015

Number of children served: (had or have an open IFSP): 68

Number of referrals: 27

Of the referrals, none were CAPTA referrals

9-Eligible and accepted services

5-Ineligible after evaluation

2-Lost to follow-up

0-Transfer to different county (child moved after initial referral)

3-Screen only

3-Family denied a screen or an evaluation

- 0-Screen being done by Healthy Beginnings
- 0-Already receiving services
- 1-Child was over 3 years of age
- 1-Still in the process of screening or evaluation IFSP
- 1-Eligible but denied services
- 0-Referred to school-was close to three years old
- 2-Referred to wrong county, forwarded the referral
- 0-Referred to Medical Specialist
- 0-Transfer from another county

Jenni Boelter is filling in for Nicole Lauritzen. The Early Intervention Program just received the results from their review. The EIP is in 100% compliance for federal indicators. This means clients received services in a timely manner (found eligible for services, start date of services and transitions). The EIP is focusing on relationships with families first and paperwork second. The EIP has streamlined the amount of paper work in part due to the Committee's recommendations, and also because it was important to the B-3 Team. They continue to work together as a B-3 team. The B-3 team met with Renee, their resource person, for a day. Renee helps shape B-3 and supports the program with ongoing discussion and training. This also helps to setup next steps. The B-3 team continues to meet with Nicole for 1:1 meetings with some reflective supervision which has been helpful. We were fortunate to have a student teacher this fall; Kacie was hired by another B-3 team prior to leaving us. The EIP continues to use the Primary Coach Approach to Teaming with a focus on relationships with families and team building. During our time with Renee, the PCATT Fidelity checklist was reviewed and as a result, we are implementing the PCATT as indicated by this tool. B-3 continues to be fully staffed.

Schedule Next Meeting: The next meeting will be held Thursday, March 3, 2016 at 4:30 pm in the UW-Extension Conference Room 1037.

Adjourn: Jennifer Shanak made a motion to adjourn the meeting, seconded by Flonnie Pliska. Motion carried. The meeting was adjourned at 5:35 pm.

Submitted by,

Beth A. Hintz
Clerk Typist III