Interagency Coordinating Council Meeting  
January 13, 2010  
1:30 p.m. – 3:30 p.m.

*Call to Order*
The meeting was called to order at 1:35 p.m. by Marva Campbell Pruitt.
The meeting was chaired by Marva Campbell-Pruitt.

*Roll Call*
**Members Present:** Margie Harkness, Lola Lucas, Deb Fornoff, Terry Braidwood, Alan Dietrich, Andi Berryman, Sue Walter, David Andel, Marva Campbell Pruitt, Darcy Contri, Andi Berryman, Sandy Mott, Adjoa Denise Blalock.

*Approval of Minutes:* The September minutes were approved by common consent.

*Adoption of Agenda:* The agenda was adopted by common consent.

*Chair person’s Report:*
**Marva Campbell Pruitt, DHS/DRS:**
Marva commented that we need to look at some action items for this year.

*Old Business:

**House Resolution 1117**
The workgroup has reached a consensus and have a final document that is now being circulated for respective agency director approval, division approval and finally to DHS Secretary and ISBE Superintendent. There will be comments that the executive staff want to make regarding the document.

**2008-2009 Annual Report**
The committee met in November and requested updates from agencies via e-mail dated November 18th. Four of those reports have been received. The committee originally requested the materials be submitted by December 11th but have a new final due date of January 22nd. The report is due to the legislature by March 5th. The theme for this year’s report will be Youth Perspective.

The Council discussed youth perspective and stories that can be used.

ISBE is unable to meet the deadline of January 22nd due to a federal report due on Feb 2 and the inability to access the needed data before then.

**Transition Website**
The Transition Planning Committees have a new website. The TPC chairpersons are adding information relative to their local TPC. Marva stated that if any ICC agencies want to go in and add any type of links or resources they can do so.
Transition Conference
The conference was successful. There were over 900 participants; the highest number of participants ever. The final reports will come out within the next week or so. There were about 60 family members and about 40 students. The evaluations were overwhelmingly positive.

ICC-ISAC Master Plan
The ICC-ISAC Master Plan is being reviewed by agency administration. ISBE’s Assistant Superintendent would like to review and provide input before the ICC and the ISAC move forward. There is a concern was making sure we were not duplicating duties.

Workgroups
The Post Secondary workgroup is supporting planning for a March 3 Summit in Springfield at the Governor’s Mansion. Invitations for the Governor’s Postsecondary Education Summit: Positioning Illinois for Federal Demonstration projects should be going out any day now. The purpose of the event is to get more colleges in Illinois interested in offering post-secondary opportunities to people with cognitive disabilities. This endeavor started as a roundtable discussion activity spearheaded by the Council on Developmental Disabilities and the Community College Board. Partners include the State Board of Education, the Board of Higher Education, and the Department of Rehabilitation.

The Education and Training workgroup has not met.

*New Business

2010 Vision, Purpose, Activity
The 2007 strategic planning activity resulted in several specific action steps.
A. The IICC will create a public policy workgroup of the IICC to collaborate, share findings and make recommendations to key statewide disability advocacy groups and vital partners.
B. The IICC will use information from trend analysis and date collection to develop policy and decision statements on transition issues.
C. The IICC will network with other entities including state institutions of higher education in order to have interested college students as a resource to formulate public policy recommendations to effect systemic change.

A motion was made, seconded and passed to focus on public policy for the year 2010.

February 10th is the joint ICC/ISAC Meeting at 10:00 a.m. in the Board Room at ISBE. Presentation for this year will include:
1. Transition conference: Sue Walter
2. Annual report and agency matrix: Darcy Contri
3. DD services & waiver program: Terry Braidwood
4. Mental health services: Alan Dietrich & Adjoa Blalock
5. Post Secondary Summit: Margie Harkness
6. Medicaid Infrastructure Grant (MIG) – Sandy Mott and Pat Curtis

*Reports*
The MIG Benefits Planning Calendar has been published. A website is also under development which will include transition-aged youth. During 2010, the MIG grant will again provide some funding for the TPC’s. Funding has also been established for Northern Illinois University to develop a transition resource center. ICC members are welcome to provide input to Sandy Mott.

*Announcements*
The Mental Health Transition Workgroup will meet on the January 26th and one of the items on the agenda is a survey for parents of consumers. The workgroup will also prepare goals for the rest of this year. There is a possibility of rolling out some training for mental health providers specific to transition.

*Adjournment*
The January 13th meeting was adjourned by Marva at 3:30 p.m.
**Interagency Coordinating Council Meeting**  
**March 10, 2010**  
**1:30 to 3:30 PM**

**Call to Order**  
Members Present: Alan Dietrich, Marva Campbell Pruitt, Deb Fornoff, Andi Berryman,  
Sue Walter, Margie Harkness, Darcy Contri, Adjoa Denise Blalock, Ocheng Jany

**Adoption of Agenda**  
The agenda was adopted by common consent after accepting the removal of an agenda item that was to be led by Linda Prewitt.

**Approval of Minutes**  
The minutes of the January 13, 2010 were approved with corrections provided by Margie Harkness regarding the Post-Secondary workgroup.

**Chairperson’s Reports**  
**Marva Campbell-Pruitt, DHS/DRS**
Marva asked everyone to remember what an enviable structure we have in the ICC and urged everyone to remain active. Marva also stated that she would not be active in the co-chair role during 2010 and that Beth Hanselman would be the lead co-chair.  
A conversation ensued regarding how to bring agencies back to the table to actively participate with the ICC. Several agencies have not attended meetings or responded in many months. Ocheng shared that staff shortages at IBHE have hurt the agency’s ability to participate on other advisory groups. Members present concluded that budget issues may be hurting other agencies participation also. A suggestion was made to reach out personally to agencies who have been absent for a number of months.

**Old Business**  
**ISAC – Transition, Deb Fornoff**
*Employment and Economic Opportunity for Persons with Disabilities Task Force*
Deb Fornoff shared that Sharon Slover and Phil Milsk have been appointed to this new Governor’s task force created by Illinois House Bill 655 and in statute as Public Act 96-368.  

**NIU Summer Institute**
Deb Fornoff shared that Northern Illinois University is planning a summer transition institute but there are no further details at this point.

**ICC/ISAC Master Plan**
Deb stated that she is waiting to address issues with the master plan with Beth Hanselman.

**New Business**  
**Annual Report**
The remainder of the March 10 meeting was used by Marva to review the annual report page by page to check for content corrections and additions and check for grammatical errors. This report is due and the next step is to have the co-chairs agencies (DHS and ISBE) review and approve for signing. Sue Walter stated that Beth Hanselman has been reviewing the report now and she will provide Beth with the notes from today’s meeting to incorporate into her review.

*Adjournment*

The March 10th meeting was adjourned at 3:50 PM.
*Roll Call

**Members Present:** Deb Fornoff, Adjoa Blalock, Sheila Romano, Margie Harkness, Marva Campbell Pruitt, Andi Berryman, Darcy Contri, Terry Braidwood, Linda Prewitt, Alan Dietrich, Beth Hanselman, Sue Walter, Lola Lucas

*Approval of Minutes:* Previous minutes were approved by common consent.

No public participation.

*Chairperson’s Reports:*

**ISBE:**
Beth Hanselman reported the parties are seeking to extend the Corey H Settlement Agreement; however, a definitive date has not yet been set. The Corey H Settlement Agreement has been in effect for 18 years. Judge Gettleman has indicated his desire is to set a final date for completion of the Settlement Agreement. Once the Settlement Agreement ends, the Court Monitor is expected to submit a final Status Report to the Court. Judge Gettleman has requested the parties (CPS, Plaintiffs, and ISBE) negotiate an ending date rather than litigating the ending date. If the 3 parties can not come to agreement; then Judge Gettleman will set the date.

**Annual Report**
The State Board has signed off on the ICC Annual Report. Marva Campbell-Pruitt reported that the report has been signed by the Secretary and is in the process of being printed by DHS. The ICC Annual Report is also in the process of being posted on the ICC page of the ISBE website.

**Transition Institute**
The State Board of Education will be hosting a Transition Institute for school districts on September 28-29, 2010. Districts identified through Indicator 13 of the State Performance Plan in need of intensive technical assistance related to the development of Transition Plans will have priority to participate in the Institute. The focus of the Institute is to provide technical assistance to districts to assist them in systematically and systemically improving transition plan development and delivery of transition services. ISBE is working with the National Secondary Transition Technical Assistance Center to provide this TA. Together we are bringing 3 national experts to deliver technical assistance during the two day Institute. Depending on the space available and the number of participants from the priority districts, ISBE will open the Institute to other districts.

**Master Plan**
ICC and the State Advisory Council have worked on a master plan. Beth and Grace Hou are looking at pulling together a meeting to review the Master Plan. We plan to take the next few meetings to review the Strategic Plan of ICC. **DHS:**
Marva Campbell-Pruitt reported that DHS is hosting a Transition Leadership Academy in September for the transition planning committee (TPC) chair people.

Marva also reported that she will now be coordinating the Next Steps teams and parent training that has been administered through DHS/DRS. Next Steps is a parent training program from the Parent Training and Information Center in VA that is focused on transition. There is Next Steps information on the DHS website. Marva would like to make sure that the Next Steps training is updated and is
congruent with the TOTAL Project Modules. The TOTAL Project training modules are located on ISBE’s website.

NSTTAC State Resource Map
Sue Walter reported that ISBE was informed by the National Secondary Transition Technical Assistance Center that their transition resources were viewed more than any other state (the NSTTAC logs hits on their website pages and resources that are posted). NSTTAC supports states by creating access to every state’s transition resources through a state map resource that is accessed by clicking on the desired state. http://www.nsttac.org/transitionstates/map.aspx Each state has provided links and explanations to NSTTAC for this resource. Over the last year Illinois has had more hits than any other state. None of the other seven pack states came close. Beth explained to ICC members that the seven large states that we call the seven pack are Illinois, Ohio, Pennsylvania, New York, Florida, Texas and California.

*Old Business

House Resolution 1117 Report: This report has been finalized and signed by both agencies, DHS and ISBE. Marva and Adjoa reported that DCFS did not respond to the resolution or the report. The final document includes the vision, statement of the problems regarding seamless transition for youth with disabilities and some recommendations for solutions. DHS Division of Mental Health is sending the final, signed report to the governor’s office.

Employment and Economical Opportunity Task Force: Has met twice. Progress will be reported at the next ICC meeting.

NIU Summer Institute: A copy of the brochure was sent to Leigh Ann and should be available to everyone.

*New Business

Summer Job Central Brochure: The 2010 brochure is located on the www.ilworkinfo.com/icrn website. The purpose is to help young people find careers or at least the start of jobs to get on the career ladder. The site links to a lot of resources including some about teen safety on the job and even one where parents can go to summer camps when kids are working.

Post School Outcome Summit: The Post Secondary Summit Meeting was held at the Governor’s Mansion on March 3rd. The state planning team, including members of the ICC, got together to plan the Summit. The main focus of the Summit was to talk about the anticipated RFP that will be coming from the federal level. The RFP will address opportunities in higher education for students with developmental disabilities. The RFP has not been released to date but we do know the money has been appropriated. We talked about being interested in applying for this as a state and the consensus of that group was yes. Three volunteers said they would work on the first draft of what a proposal would look like even though we haven’t seen the RFP.

Strategic Plan: The current ICC Strategic Plan is summarized on three pages in the recently finalized annual report. The three pages encompass a synopsis of ICC accomplishments and recommendations we have for the Governor’s office and our legislators as well as the next steps for moving forward. One of the items mentioned in the annual report is our desire to expand the membership, and that we wanted to increase the level of partnership and input so that we could move forward and have even greater accomplishments across the state.
**Agency Reports**
CRSA gets more and more calls about transition issues every year.

**Transition Services Committee Workgroup** which is part of the IL Department of Mental Health Advisory Council put together a parent survey and sent that out in April to parents of transition age youths who have mental health disabilities between ages 17 and 21. 300 surveys were sent out to Mental Health Providers asking them to share with parents and the target population as well as to parents of ICG (Individual Care Grant) with children between the age of 17 and 21. Adjoa reported that over 115 surveys have been received from across the state.

**Project My Voice:** Project My Voice is a partnership between Northern Illinois University and District 204, funded by ICDD, to work with students to develop multi media presentations for their IEP’s so that they can actively participate and lead their IEP meeting. Information from the My Voice project is used as transition assessment information and can be revisited annually or more often.

**Transition Conference:**
The dates for the 2010 conference are October 24, 25, 26 and the location is Effingham, IL. The Program Committee has met, reviewed proposals and is preparing the conference program. Jerry Mills has been selected to provide the key note. There are 11 different subcommittees working on different parts of the conference. Information can be found at the [www.illinoistransitionconference.org](http://www.illinoistransitionconference.org) website.

**Agenda Planning for Next Meeting:**

**White Paper:** The Mental Health Transition Services Workgroup subcommittee, Service Integration, developed a white paper. The white paper encompasses a literature search and identifies system integration and other issues around transition services such as the age at which services should begin and the age range to be served by community mental health programs. The white paper concludes by identifying the service needs of transition aged youth who have mental health issues.

Following this meeting, members will receive a link to the National Secondary Transition Technical Assistance Center. Members will also receive the final copy of the Health Resolution 1117 and the draft cover letter so that everyone has an opportunity to review and provide feedback via email.

**Major Topics for Next Meeting:**
Strategic Planning
Setting meeting dates for FY 10-11
Linda Pruitt will give a presentation at a future meeting regarding her work with CRSA.

**Adjournment**
The May 19 meeting was adjourned by Beth Hanselman.
Interagency Coordinating Council Meeting
November 10, 2010
1:30-3:30

*Call to Order
The November ICC meeting was called to order by Beth Hanselman at 1:30 p.m. Participants connected via V-TEL in Springfield and Chicago and also by teleconference.

*Roll Call
Beth Hanselman, ISBE; Grace Hou, DHS; Sandy Mott & John Spears, IHFS; Rob Kilbury and Marva Campbell Pruitt, DHS/DRS; Margie Harkness, ICDD; Andi Berryman, ICCB; Linda Prewitt, CRSA; Darcy Contri, DSCC, Lola Lucas, IDES; Terry Braidwood, DHS/DDD; Deb Fornoff, ISAC representative & parent

*Adoption of Agenda
The agenda for the November meeting was adopted by common consent.

*Approval of Minutes
Minutes from the May 19, 2010 meeting were approved with minor corrections. A motion to approve was made by Linda Prewitt and seconded by Margie Harkness.

*Chairpersons Reports:
Illinois State Board of Education
A team from the federal Office of Special Education Programs conducted a visit to ISBE on November 3 – 5. ISBE’s last visit was in 2002. OSEP’s process uses a critical elements document (CrEAG) that the state education agency prepares in advance. The OSEP liaison conducts around 6 meetings, 2 – 3 hours in length, interviewing staff about policies and procedures, data systems, general supervision and financial services. On site, they spend three full days reviewing records, interviewing and reviewing our processes. One item included transition services that are provided within the state performance plan Indicator 13 and 14. They were pleased with the outcomes.

Beth also reported that the 2010 SPP Indicator 13 Data Verification Audit is in process. Letters of gone out to the randomly selected districts to indicate inform them of “meeting” or “not meeting” the requirements of the audit. Staff are working with districts to implement corrective action which includes implementation of the Transition Practices Self-Assessment (TPSA). The TPSA and the IND 13 Data Verification Rubric can be found on ISBE’s Indicator 13 webpage. http://www.isbe.state.il.us/spec-ed/html/indicator13.htm.

Department of Human Services
Grace Hou reported that the Autism Task Force is looking for their next direction now that the Children’s Waiver has been passed. She commented on the lack of coordination within DHS and with other agencies in regard to student transition to adulthood. She suggested that there could be some overlap between the work of the ICC and the Autism Task Force.

ARRA VR Community College Initiative – DHS/DRS has created a Community College Initiative (CCI) to encourage people with disabilities to pursue college training that will enhance skills and provide for greater employment opportunities. Rob Kilbury reported that up to 1,500 individuals may benefit from the initiative through the end
of the ARRA funding in September 2011. Beth will post on the Special Education Director’s listserv to assist in getting the word out. http://www.dhs.state.il.us/page.aspx?item=51686

*Old Business
Illinois Transition Institute
ISBE sponsored a Transition Institute modeled after the National Secondary Transition Technical Assistance Center’s (NSTTAC) model This model combines components of a conference, e.g., sessions, and institute, e.g., team work times and action plan development. Dr.’s Paula Kohler, Larry Kortering and Catherine Fowler from NSTTAC assisted in planning and also participated at the Institute as presenters and mentors. There were 31 district teams participating and each left with an action plan. ISBE will follow up with the district teams.

Transition Conference
Marva reported that the 2010 Transition Conference took place October 24 through the 26 in Effingham. There were roughly 450 individuals who attended the conference. The response for the conference this year was overwhelmingly positive. Next year’s conference will be in October as well.

Transition Leadership Academy
Marva reported that a number of the Transition Planning Committee’s (TPC) were represented. Focus on the summary of performance was received very well.

*New Business
CRSA presentation: This presentation by Linda Prewitt will be rescheduled for a future meeting.

Next ICC meeting dates:
February 9th 1:00-3:00 ICC/ISAC joint meeting
May 25th 1:30-3:30
August 10th 1:30-3:30
November 9th 1:30-3:30

Beth recommended meeting 4 times a year instead of 6 and participants concurred. Beth will verify the Board Room availability from 10:00-2:00 on February 9th.

Strategic Plan/Master Plan
Beth and Grace have had a conversation in regard to incorporating previously identified action steps and planning how the ICC will work in between full Council meetings to make progress in moving forward. A major question: How do we coordinate with all of the work each agency already does across the state?

First category is the data collection and the analysis (from the ICC’s prior action plan). Beth asked the ICC to consider what data from transition school aged population would be helpful in our work, how would we like to use it, and what benefit is it going to have. Email Beth your answers or bring them to the next meeting.

ICC members had a discussion about the Summary of Performance (SOP). There is still confusion about the SOP and a lot of variety in how it’s done, where it’s done, and the quality of what’s done. A recommendation was made for ISBE to develop and distribute a guidance memo to school administrators and staff outlining the
requirements and the available resources regarding completion of the summary of performance. ICC members would like to see that memo available on the ISBE website. Additionally ICC members recommended web based training and a review of resources on the summary of performance should be highlighted on the ISBE website to support educators, administrators, students and families.

Beth asked council members if they would like a sub-committee to look at each of 3 main areas: public policy, interagency coordination and data collection. Sue Walter, Darcy Contri and Linda Prewitt volunteered for the data collection and analysis subcommittee. Grace Hou and Marva Campbell Pruitt volunteered for the public policy subcommittee. We will focus on these two committees first. Beth would like to hear from the subcommittees by December 10th so some pre-planning can be done before the February meeting.

**Annual Report**

Copies of material that was provided by ICC agencies for the 2009 – 2010 Annual Report will be forwarded to the respective agency representatives to aid in their work to update for this year’s report. Beth would like to have updates and a final draft of that for the February 9th meeting as well.

**Agency Reports relative to Transition Initiatives**

**DHS/DRS:**
Jeff Standefer, Bureau Chief for the Division of Rehabilitation Services is retiring at the end of the year.

**IHFS:**
Sandra Mott reported that this will be her last meeting. However John Spears will be taking her place on the ICC representing Pat Curtis.

**ICDD:**
The Post Secondary Education Roundtable group hoped to submit to a large federal demonstration project in July. Unfortunately submission was unable to be completed.

**DSCC:**
Darcy updated the Council on the work of the Integrated Systems of Services grant project. This project is administered by the Illinois Chapter of the American Academy of Pediatrics in cooperation with DSCC and runs from June 1, 2009 through May 31, 2012. Several ICC members are participating on the Integrated Services Committee. The special education cooperative, North Suburban Special Education District (NSSED) has been actively working with the committee to look at incorporating health care goals into student transition plans.

**Agency Planning for the next meeting**
The next meeting is the annual joint meeting between ISAC and ICC. An agenda will be developed. The ICC’s next meeting is scheduled for May 25, 2011. Beth will be working on the Annual Report. Beth will follow-up with subcommittees to look at next steps in our work as well as our coordinating work with ISAC and looking at hammering out what the subcommittees are coming with regards to recommendations to those next steps as we’re moving forward. Subcommittees should have a meeting by the middle of December and get something to the ICC members by the first of the year.
Announcements
A question was asked regarding whether or not a change had been to the requirements for measurable post-school goals, specifically whether there should a post-school goal for both education and training instead of the current definition education or training. We are not aware of any changes. Beth reported that OSEP was at ISBE last week and we did not receive any information regarding a change and OSEP was pleased with the work and progress on Illinois’ IND 13.

Adjournment
Motion to adjourn was moved and seconded. Meeting adjourned at 3:30 p.m.