



## Orientation for New Members

2023

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### Anticipated Outcomes

- Understand the Federal and State authority for the WV Birth to Three system, including the Interagency Coordinating Council
- Understand the structure of the WV Birth to Three System
- Become familiar with the past contributions of the ICC
- Understand the roles and responsibilities of the ICC and the supports available to them

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### Federal Legislation Implemented at the State Level

- WV Birth to Three services and supports are provided in accordance with Part C of the Individuals with Disabilities Education Improvement Act (IDEA2004)
- Department of Health and Human Resources as the Lead Agency
- Administered through Office of Maternal, Child and Family Health

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## Purpose of Part C of IDEA

Develop and implement a statewide, comprehensive, coordinated, multidisciplinary system of supports and services for infants and toddlers with disabilities and their families



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## Intent of Early Intervention

- Enhance the development of infants and toddlers with disabilities and minimize the potential for developmental delay;
- Reduce the educational costs to society by minimizing the need for special education and related services
- Minimize the likelihood of institutionalization and maximize the potential for independent living;
- Enhance the capacity of families to meet the needs of their children; and
- Enhance the capacity to identify, evaluate and meet the needs of the underserved population.

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## Family Centered Services



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### WV DHHR Responsibilities

- Definition of Eligibility
- Central Directory
- Timetables
- Public Awareness & Child Find
- Evaluation and Assessment
- IFSP
- CSPD & Personnel Standards
- Procedural Safeguards
- Supervision/Monitor
- Resolving Conflict
- Financial Policy
- Interagency Agreements
- Contracting for Service
- Data Collection
- SICC

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### WVBTT & WVICC Mission

*WV Birth to Three partners with families and caregivers to build upon their strengths by offering coordination, supports, and resources to enhance children's learning and development.*

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## WVBTT & WVICC - Key Principles

- *Infants and toddlers learn best within trusting relationships and through participation in everyday experiences.*
- *All families, with responsive and individualized supports and resources, can enhance their children's learning and development.*
- *The primary role of practitioners and service coordinators is to partner with and coach family members and caregivers in meeting children's needs.*

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## WVBTT & WVICC - Key Principles

- *The early intervention process reflects the preferences, learning styles, cultural beliefs, and changing needs of each child and family.*
- *The needs and priorities of children and families are the basis of functional and measurable IFSP outcomes.*
- *Teams communicate and collaborate effectively to meet the changing needs of the child and family.*
- *Approaches to support children and families are founded on evidence based practices, best available research, and relevant laws and regulations.*

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## Regional Administrative Unit (RAU) Responsibilities

- System Point of Entry
  - Receiving Referrals
  - Electronic Link to CFO
  - Facilitate Initial IFSP process for Families
  - Maintain consistent, comprehensive data
- Child Find and Public Awareness
- Central Directory of Resources
- Interagency Activities
- Local Quality Assurance
- Family Support

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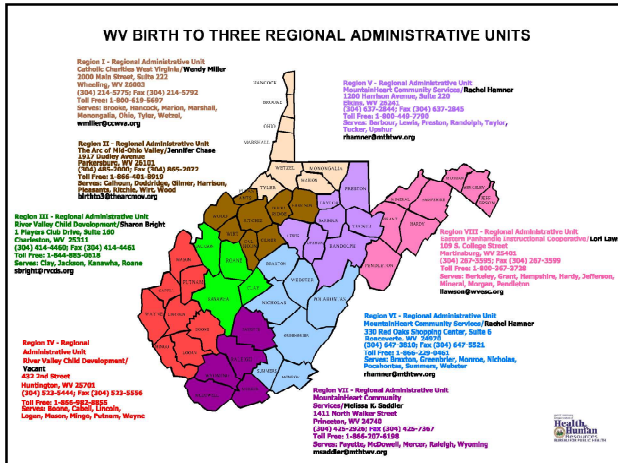
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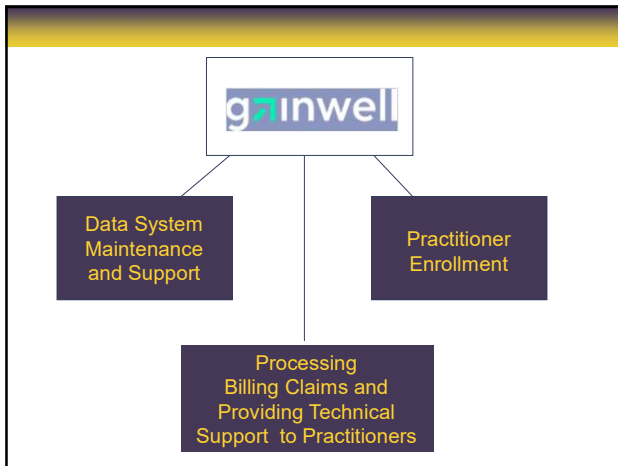
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## WV Birth to Three - Eligibility

Who is eligible to participate in WV BTT?

- 1 – Age Requirement
  - Child's age
- 2 – One of Three Categories
  - Established Condition
  - Developmental Delay
  - At Risk for Developmental Delay

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## Individualized Family Service Plan

- Supports and strengthens the family's capacity to make informed decisions within the unique context of each family
- Supports the family and other caregivers as the primary teachers of the child
- Represents a collaborative partnership between families, WV Birth to Three and other community supports and services already engaged by the family
- Supports the child's learning and development with the daily activities and routines of the family in home and community settings

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## Service Decisions

- Families, WV Birth to Three practitioners and community partners are members of the IFSP team
- Service decisions are always a team process
- Services authorized only through the IFSP process



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## Transition from WV Birth to Three

- WV Birth to Three assists families to prepare for transition, or exit at age three or earlier as appropriate
- Timelines and activities are required under Federal regulations and State policies and procedures

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## Structure and Role of the ICC




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## Roles and Responsibilities

- Advise and assist the WV Department of Health and Human Resources in the development of policies
- Assist in achieve full participation, cooperation and collaboration of all appropriate private and public agencies
- Assist in effectively implementing the statewide early intervention system

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## Possible ICC Roles

Policy Development	Policy Approval	Policy Implementation
<ul style="list-style-type: none"> <li>• Conceptualize the service system</li> <li>• Design/conduct studies</li> <li>• Disseminate information</li> <li>• Review policy, proposals, project recommendations</li> <li>• Recommend guidelines for service system</li> <li>• Inform/explain the vision of the service system</li> </ul>	<ul style="list-style-type: none"> <li>• Inform policy approvers of need for and value of policies</li> <li>• Create and maintain of climate conducive to policy approval</li> </ul>	<ul style="list-style-type: none"> <li>• Gather information regarding status of service system</li> <li>• Service system coordination</li> <li>• Oversee local ICC's as applicable)</li> <li>• Preparation of annual report</li> <li>• Fund projects, studies, pilots and/or programs</li> </ul>

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## Possible ICC Roles

Policy Development	More Policy Development	Policy Implementation
<ul style="list-style-type: none"> <li>• Represent stakeholder groups</li> <li>• Create a climate conducive to coordination/ collaboration within ICC and among stakeholder groups</li> <li>• Promote Interagency Agreements</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain of private funds for projects</li> <li>• Data analysis of existing programs</li> <li>• Data analysis of existing fiscal policies and procedures</li> <li>• Stakeholders to provide input to the Lead Agency</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain private funds for implementation</li> <li>• Assist locals</li> <li>• Evaluate effectiveness of policies and programs</li> <li>• Represent stakeholder groups</li> <li>• Ongoing planning and review of service system</li> </ul>

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## Membership

- Parents - Not less than 20% of membership
- Service Providers - Not less than 20 % of membership
- Not less than one member must be from each of the following:
  - State Legislature
  - Personnel Preparation
  - Each of the State agencies involved in the provision of, or payment for, early intervention services
  - Preschool Special Education
  - State Medicaid Agency
  - State Insurance Commission
  - Head Start
  - State Child Care Agency

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## Membership - continued

- Not less than one member must be from each of the following:
  - Office of the coordinator for education of homeless children and youth;
  - State child welfare agency responsible for foster care; and
  - State agency responsible for children's mental health.
- Selected members-at-large who improve the Council's ability to effectively perform it's duties.
- The Council may include other members as selected by the Governor.

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## Member Responsibilities

To Advise	To Assist	Not to Advocate
<ul style="list-style-type: none"><li>• Give advice</li><li>• Inform</li><li>• Counsel</li><li>• Recommend</li><li>• Suggest</li><li>• Guide</li></ul>	<ul style="list-style-type: none"><li>• Help</li><li>• Support</li><li>• Second</li><li>• Attend</li><li>• Aid</li></ul>	<ul style="list-style-type: none"><li>• Support something</li><li>• Plead your case or position</li><li>• Favor a position</li><li>• Argue</li><li>• Wear only the hat of your agency/family/stakeholder group</li></ul>

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## Member Supports

- Mileage, parking, meal and lodging reimbursement – if not provided through respective agency
- Honorariums and child care allotments for parent representatives
- Mentors
- Chairperson, Vice-Chairperson, and Executive Director staff support

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## Creating Structure

- Bylaws
- Roberts Rules of Order
- Standard Operating Procedures
- WV Open Meeting Laws



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## Anatomy of a Meeting

- Content
  - What is to be accomplished, discussed, shared, analyzed and the knowledge, experience and opinions the stakeholders bring to the table
- Structure
  - Includes the location, day and time the meeting is held, along with the management of the physical environment, and the agenda
- Processes
  - How leadership is exercised, how discussion is carried out, how decisions are made
- Culture
  - The climate or atmosphere of the even and the psychological involvement of the participants.

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Questions?



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**WVICC & WV Birth to Three**  
Growing Together!



Thank you for your dedication  
to children and families!

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