national early childhood TA Center

IDEAs ★ partnerships ★ results

State ICC

Overview

Policies, Programs, and Practices of
State Interagency Coordinating Councils
Under the Individuals with Disabilities Education Act

Jo Shackelford, Editor
November 2003

The National Early Childhood Technical Assistance Center

The National Early Childhood Technical Assistance Center (NECTAC)

is a program of the

FPG Child Development Institute
at
The University of North Carolina at Chapel Hill

with the

Parent Advocacy Coalition for Educational Rights (PACER)

For more information about NECTAC, please contact us at:

Campus Box 8040, UNC-CH
Chapel Hill, NC 27599-8040
919-962-2001 (voice)
919-843-3269 (TDD)
919-966-7463 (fax)
nectac@unc.edu
http://www.nectac.org/

This resource is produced and distributed by the National Early Childhood Technical Assistance Center, pursuant to contract ED-01-CO-0112 from the Office of Special Education Programs, U.S. Department of Education (ED). Grantees undertaking projects under government sponsorship are encouraged to express their judgment in professional technical matters. Opinions expressed do not necessarily represent the Department of Education's position or policy.

The State ICC Overview was reproduced in its entirety in the *Part C Updates,* 2003. Additional printed copies of this document are available at cost from NECTAC. A complete list of NECTAC resources is available at our Web site or upon request. NECTAC is committed to making the information it disseminates fully accessible to all individuals. If you require the presentation of this information in an alternate format, please contact the NECTAC Publications Coordinator.

November 2003, reprinted August 2004

Principal Investigator: *Pascal Trohanis*
Contracting Officer's Representative at OSEP: *Peggy Cvach*
Contract Specialist at U.S. ED: *Dorothy Hunter*
NECTAC Staff: *Jo Shackelford, Joan Danaher, Cathy Festa, and Caroline Armijo*

Contents

Introduction v
Composition and Membership 1
Parent Participation 11
Strategies for Outreach to Underserved Populations 17
SICC Structure and Organization 20
Roles and Functions 33
Local or Regional ICCs 38
Appendix A: SICC Profile Questionnaire 45
Appendix B: Contact List of SICC Chairs *(current as of July 2004)* 51
Appendix C: Contact List of SICC Staff *(current as of July 2004)* 59
Appendix D: Regulations Under IDEA for SICCs 63

Introduction

At the 2002 OSEP National Early Childhood Conference sponsored by the Office of Special Education Programs (OSEP) of the U.S. Department of Education and NECTAC in November 2002, the Council of ICC Chairs (CICCC) and ICC Staff Network requested that NECTAC, in collaboration with the Steering Committees of these groups, update the *State ICC Overview (1997)* which presents general information about state ICCs (SICCs). The document would update reports of each SICC's composition and membership, parent roles and participation, structure and organization, and roles and functions, including information about local or regional interagency coordinating councils and their relationship to the SICC.

In May 2003, a questionnaire *(see Appendix A)* was sent to the SICC chair and ICC staff in each of the 57 states and jurisdictions which participate in the Early Intervention Program for Infants and Toddlers with Disabilities (Part C Program) under the Individuals with Disabilities Education Act (IDEA); 40 questionnaires were returned. The information provided by these 40 states is presented unverified and in the respondent's language except where otherwise noted.

The primary purpose of this *Overview* is to share this information among the SICC chairs and staff and to provide them with examples of successful practices of other SICCs. Recognizing that this information would be of interest to many other individuals, the *Overview* also has been developed to share with the broader early childhood community.

To facilitate communication, this document also includes contact information for the SICC chairs or co-chairs *(see Appendix B)*. Appendix C contains contact information for state agency staff who support SICCs. Because this contact information is highly subject to change, NECTAC will maintain this information on its Web site *(see http://www.nectac.org/)* and readers should refer to that site for current information.

Appendix D represents the full text of those portions of the Code of Federal Regulations (CFR), issued by the U.S. Department of Education under IDEA, which pertain to SICCs. Throughout this document "state" is used to collectively refer to the states, jurisdictions, and outlying areas which participate in the Part C Program.

I wish to thank the Steering Committees of the CICCC and ICC Staff Network for their contributions to this document:

CICCC Steering Committee:
Judy Swett, Chair (Minnesota)
Antionette Spiotta (New Jersey)
Maureen Casey (New York)
Barbara Pridle-Eaton (Massachusetts)
Tamara Nelson (Michigan)
Donna Jordan (Alaska)
Terrell Walton (Vermont)

ICC Staff Network Steering Committee:
Doug Bowman, Chair (Kansas)
Janie Martin (Louisiana)
Darla Gundler (Massachusetts)
Judith Bendersky (Alaska)
Joann Moton (South Carolina)

I hope that you find the information presented in the *Overview* useful and I welcome your comments and suggestions for the potential continued development of this document.

Jo Shackelford, Editor
November 2003

Composition and Membership

(see Sec. 303.600 Establishment of Council and Sec. 303.601 Composition)

1. The following 40 SICCs reported that their respective state's or jurisdiction's lead agency is:

State/ Jurisdiction *(N=40)*	**Lead Agency**
AL	Rehabilitation Services
AK	Health and Social Services
AZ	Economic Security
AR	Human Service/Developmental Disabilities
CA	Developmental Services
CO	Education
CT	Mental Retardation
DC	Human Services
FL	Health (Children's Medical Services)
GA	Human Resources/Division of Health
HI	Health
ID	Health and Welfare/Developmental Disabilities
IL	Human Services
IN	Family and Social Services
IA	Education
KS	Health and Environment
LA	Health and Hospitals
MA	Public Health
MO	Education
MT	Public Health and Human Services
NE	Education and Health and Human Services (Co-Lead)
NV	Human Resources
NH	Health and Human Services
NJ	Health and Senior Services
NM	Health/Developmental Disabilities
NC	Department of Health and Human Services
OH	Health
OK	Education
OR	Education
PA	Public Welfare
SC	Health and Environmental Control
SD	Education
TN	Education
TX	Interagency Council on Early Childhood Intervention
UT	Health
VA	Mental Health/Mental Retardation/Substance Abuse Services
VT	Education and Human Services (Co-Lead)
VI	Health
WA	Social and Health Services
WY	Health

2. The 40 states contributing to the *Overview* reported the following number of members who are appointed by the governor to their SICC and the categories they represent:

		Number of SICC Members Representing:										
	Total					State Agencies						
State (N=40)	No. Of SICC Members	Direct Service Prov.	State Legis.	Parents	Pers. Prep	Head Start	Child Care	BIA, IHS, Tribal Councils	Educ.	Health	Soc. Serv.	Insurance
AL	22	5	1	5	1	1	1		1	1	1	1
AK	28	1	1	6	1				1	1	1	1
AZ	22	5	1	4	1	1	1	1	2	2	1	1
AR	19	4	1	4	1	1	1		1	1	1	1
CA	20	4	V*	4	1	1	1		1	1	1	1
CO	32	10	1	9	1	1	1	1	2	2	3	1
CT	17	5(1VA)**	2(V)	4(2VA)	1	1(V)			1	1(VA)	1(VA)	1(V)
DC	15	4	1	2	1	1			V	2	2	1
FL		5	1	13		1	1		1	1	1	
GA	16	5		2	1	1	1		1	3	1	
HI	15	4	1	3	1	1			1		1	1
ID		1	1	5	1	1	1	1V	1	1	1	1
IL	25	7	1	5	1	1	1		1	1	3	1
IN	18	3	1	3 (1 V)	1	1	1		1	1	1	1
IA	30	9	1	7	2	2	1	1	1	1	1	1
KS	17	3	2	4	1	1	1		1	1	1	1
LA	29	5	1	6	2	2		1	2	7	1	1
MA	33	7	1	7	1	1	1	1	1		1	1
MO	20	5	1	5 (1V)	1	1	1		1	1	1	1
MT	27	3	1	6	1	1	1		1	2	5	1
NE	40	11	1	8	4	3	3		2	2		1
NV	17	1	1	2	1	1	1		1	1	1	1
NH	22	4	1	4	1	1	1		1	1		1
NJ	25	10	1	5	1	1			1	1	1	1
NM	29	12	1	9	1	1	1	1	1	1	1	1
NC	26	5	4	8	1	1	1		1	1	1	1
OH	36	4	2	7	1	1	1		1	1	4	1
OK	21	4	2	4	2	2			2	2	2	2
OR	25	5	1	5	2	2	1	1	1	1	4	
PA	15***	1	1	4	1	1			1	1	2	
SC	23	3	1	5	1	1	1	1	1	1	1	1
SD	15	2	1	4	1	1	1		1	1	2	1
TN	14	3	1	2		1	1		1	1		1
TX	23	5	1	6	1	1	1		1	1	3	1
UT	21	4	1	6	1	1	1		1	1	1	1
VA	20	4	1	4	1	1			1	1	1	1
VT	20	5	1	4	1	1	1		1	1		1
VI	26	4	1	7	1	1	1		2	3	1	2
WA	20	6	1	5	2	1	1		2	1	3	1
WY	15	2	1	3	1	1	1		1	2	1	1

*V=vacant
**VA=vacant/acting
***Plus 1 ex officio member

3. The following 32 states also report a number of officially appointed SICC members representing the following categories:

State (N=32)	Advo-cacy Orgs	Gover-nor's Office	Higher Educa-tion	M.D.s	Other State or Local Agencies1	Tribal Councils	Volun-tary Orgs	Child Care	Other
AL					✓				Council Network
AZ		✓		✓					
AR			✓						
CA				✓	✓				
CT				✓	✓				
DC					✓				
GA		✓							
HI		✓		✓					
ID			✓	✓	✓				Migrant Council
IL					✓				
IN					✓			✓	
IA					✓				Members at large
KS									General public
LA					✓				
MO					✓				
MT					✓				Quality Improvement Family Support
NE				✓		✓			Business
NV			✓						Parent Training and Information Center (PTI)
NH					✓				
NJ					✓				
NC				✓					Parent Support/Deaf and Hard of Hearing
OH				✓	✓				
OK					✓				Private Citizen Activist
OR					✓				State SE Advisory Council
PA			✓	✓	✓				
TN					✓				
TX	✓			✓					
UT	✓				✓				
VA					✓				
VT					✓				
VI									Catholic Charities
WY				✓					

The following are the specific other State or Local agencies represented on SICCS.

AL: 1 Medicaid, 1 Dept. of Transportation, 1 AL Institute for Deaf/Blind, 1 Mental Health/Mental Retardation
AR: 2 Funding Agencies
CA: Office of Secretary of Education, Department of Alcohol/Drug, Department of Mental Health, Department of Developmental Services
CT: 1 State Office Of Protection and Advocacy for Persons with Disabilities, 1 Commission on the Deaf and Hearing Impaired, 1 VA Board of Education and Services for the Blind, 1 State Department of Mental Retardation, 1 Department of Children and Families
DC: 1 Managed Care
ID: 1 Success by SIX, and 1 School for Deaf/Blind
IN: 1 Medicaid, 1 Independent child care
IL: 1 Division of Specialized Care for Children, 1 Planning Council on Developmental Disabilities, 1 Department of Children and Family Services
IA: 1 Department of Management
LA: 1 Maternal and Child Health Coalition ED
MT: School for the Deaf and Blind
NE: Early Childhood
NH: 1 Child Protective Services, Behavioral Health
NJ: 1 DD Council, 1 Medicaid
OH: 3 Family and Children First Council members, 1 local early childhood education transition services provider, 1 Bureau of Children with Medical Handicaps, 1 Department of Alcohol and Drub Addiction Services, 1 Department Of Mental Retardation and Developmental Disabilities, 1 Mental Health, 2 local project directors, 1 at-risk provider, 1 newborn home visiting nurse, 1 Developmental Disabilities Council
OK: Developmental Disability Council, Oklahoma Health Care Authority, Department of Mental Health and Substance Abuse Services
OR: Commission on Children and Families
PA: School District provider
TN: 1 Division of M.R. Services, 1 Division of Mental Health/DD
UT: 1 Division of Mental Health representative
VA: Department for Deaf and HOH, Department for Blind and Vision Impaired, VA Office for Protection and Advocacy, DMH MRSAS, DMAs
VT: Medicaid (PATH), Developmental and Mental Health
VI: St. John Administrator

4. The following 37 states report that there are regular participants in addition to the officially appointed members on their SICC:

AL, AK, AZ, AR, CA, CO, CT, DC, FL, GA, ID, IL, IN, IA, KS, MA, MO, MT, NE, NV, NJ, NM, NC, OH, OK, OR, PA, SC, SD, TN, TX, UT, VA, VT, VI, WA, WY

These additional regular participants represent the following categories:

- Part C Staff
- Part C Technical Assistance Providers
- Local Providers
- Families
- Local/Regional Council Chairs/members
- EI Partner agencies
- Ex Officio members
- Parent Training and Information Centers
- Parent Advocacy
- Higher Education

5. The following states report that agency representatives have sufficient authority to engage in policy planning and implementation on behalf of those agencies:

   AL, AK, AZ, AR CA, CO, CT, DC, FL, GA, ID, IL, IN, IA, LA, MA, NE, NJ, NM, NC, OH, OK, OR, PA, SC, SD, TX, UT, VT, VI, WA, WY

6. In the following states, ICC members have a specific term of service:

Term of Service	State
6 years	TX
4 years	MO, OH[5]
3 years	AK, AZ, CT[1], DC, FL, ID[1], IN[2], KS, MA[1], NE, NV, NH, OR, PA, SC[1], SD, UT[6], VA, VI
2 years	AL, CO, HI, NM[3], NC[4], VT
1, 2, 3 year terms (approx. 1/3 each)	IL
2 consecutive 3 year terms	IA
1-3 years (varies)	WY
variable	WA
No specific term	AR, CA, GA, LA, MT, NJ, OK, TN

[1] Possible reappointment
[2] 6 years of service maximum
[3] 2 years with half of membership appointed for 1 additional year
[4] Can be reappointed once, then must rotate off for one term and if eligible can be appointed again for a 2 year term and 1 reappointment term
[5] All Council members, who are not governor appointed agency directors, their designees, President of Senate, nor Speaker of the House appointees, shall be appointed for terms of four years
[6] 3 years for parents, agency representatives may serve for as long as they like

7. SICC members are recommended for appointment by the governor by the following:

Member Appointments Recommended to Governor By:	*N*	State
By Governor or mayor	17	AZ, CT, DC, IN, LA, MO, NE, NV, NJ, NM, NC, OR, PA, SC, UT, VA, WA
By Part C lead agency	21	AL, AZ, AR, CA, CO, CT, DC, GA, IL, IN, LA, MO, NJ, NC, OH, OR, SC, SD, TN, UT, VI, WY
By SICC	31	AL, AZ, AR, CA, CO, CT, DC, FL, GA, HI, ID, IL, IN, IA, KS, LA, MO, MT, NE, NV, NH, NJ, NM, NC, OH, OK, OR, SC, UT, VT, VI, WY

Others:

AK: Apply for appointment
AZ: Self-nominated, by community members
AR: Anyone can make a nomination
IA: Governor receives résumés of interested persons through his Web page to Boards and Commissions
KS: Local partners
LA: Public citizens, any interested person, other participating state agencies
MA: Provider representatives are nominated through regional provider networks
MO: Nomination application on website
NE: ICC Steering Committee recommends possible appointees to Governor's office
NJ: Advocacy groups
NM: State parent organizations provide names of parents interested in serving on ICC, also provides recruitment and mentoring
NC: Parent applications are sent to a wide variety of audiences
OR: By partner agencies
TN: Recommendations are requested by the ICC and go to the lead agency
TX: Various ways: by local programs, agency, self, other individuals
UT: By contracted early intervention providers
VA: Localities or individuals may submit nominees

8. The following 37 states describe the SICC appointment process in their state:

AL: Distribute information about positions needed, recruit, submit names to lead agency, then to Governor for Part C approval
AK: Application and review of needs
AZ: Application to Governor's Office of Boards and Commissions
AR: The ICC and the Lead Agency develop a pool of recommendations and forward to Liaison at the Governor's office
CA: Statewide application process
CO: ICC nominates and the State Boards and Commissions Office appoints for Governor
CT: Lead agency submits names to Governor's office; Governor's office sends application, applications and appointment made by Governor
DC: Lead agency and mayor's office recommend/nominate members as well as ICC and its customers
FL: ICC approves applications, then sends to Governor for appointment
GA: SICC forwards nominations to Governor who selects and appoints members
HI: ICC Executive Committee nominates, ICC approves, sent to Governor for approval
ID: Names solicited by ICC, applications completed and returned. Slate of applicants forwarded to Governor for appointment

IL: Recommendations are sent from the lead agency to the Governor's office. Recommendations come from word of mouth and information networking.
IN: People send letters of interest in becoming ICC members to Lead Agency, Lead Agency works with Governor's office for official appointment
IA: Membership committee considers expertise on the council and identifies areas of need. Council seeks people who have needed expertise, maintaining a diverse balance and submits names to Governor annually for appointments.
KS: Names solicited by ICC, then sent to Governor for final decisions
LA: SICC membership committee reviews applications and then sends recommendations to the Governor for his consideration
MA: Appointed by the Commissioner of Department of Public Health
MO: SICC Executive Council reviews nominations, presents them to SICC. Recommendations sent to DESE for review, DESE Commissioner sends recommendations to Governor's office.
MT: Nomination through council then given to Governor for appointment
NE: Vacancies identified, potential appointees recommended, brief biography prepared and forwarded to Governor's office
NV: Governor's office screens nominations then makes appointments
NH: ICC nominates, lead agency forwards to Governor with recommendations for appointment
NM: Nominations sent to Governor with résumés
NC: Appointment recommendations are sent to Governor's office, which appoints members
OH: Membership of Council is determined by federal regulations and Council by-laws. Perspective members are asked to fill out an application. An ad hoc committee comprised of the ICC and the representative from the lead agency reviews applications. The ad hoc Committee presents perspective member to Council for a vote. The Council then proposes to the Governor members to be appointed to the Council.
OK: Existing members and participants submit a list of individuals to the Governor who then selects ICC members.
OR: Prospective members submit an Interest Form application to the Governor's office
SC: Individuals nominated by ICC, lead agency, names submitted to ICC Executive committee, Director of ICC conducts a phone interview using structured questions composed by committee, letter of interest is submitted to the office of the Governor and potential candidates are invited to ICC meeting. The Governor makes the ultimate appointment.
SD: Recommendations are sent to the Governor's office by lead agency.
TN: Governor sends letter to appointee
TX: Nominations go to Governor's appointment office, reviewed, nominees interviewed then appointed by Governor
UT: Nominations submitted to ICC administrative staff. Staff collects necessary data on nominees, ICC committee votes to invite the nominee to join the council. Nominee's name then submitted to Governor for appointment, oath of office is administered to appointee
VA: Nominations are submitted to Part C office and then to Governor
VT: ICC finds and recommends members, looks for broad representation, then the Governor appoints
VI: Nominees are submitted to Governor for approval and official nomination
WY: Nominees are approached by ICC members and asked if they would be interested in being on ICC. If so, they submit an application to the Governor who then appoints them.

9. SICCs use a variety of orientation strategies to orient new members to the SICC and Part C, including:

State (*N*=40)	Mentoring	Orientation Manual	Other Written Materials	Retreat	Workshop	Other
AL		✓	✓			Personal visit by coordinator
AK		✓			✓	
AZ	✓	✓				
AR		✓		✓		One to one meeting with Part C Coordinator
CA	✓	✓	✓	✓		
CO		✓	✓	✓	✓	
CT	✓	✓				Gradual orientation and empowerment-participate before appointment
DC					✓	Ongoing attempts being made
FL	✓	✓*				*Manual in process
GA		✓	✓		✓	
HI					✓	
ID	✓	✓	✓		✓	
IL		✓			✓	
IN		✓	✓	✓		
IA	✓	✓	✓			There is an orientation meeting separate from regular council meeting.
KS		✓		✓		Staff offer to meet and discuss with new members, monthly parent teleconference
LA		✓	✓		✓	
MA	✓	✓	✓			Networking time 30 minutes before ICC meeting begins
MO	✓	✓				
MT		✓				
NE		✓				In person orientation, manual provided, staff reviews work of council, committees/task forces, responsibilities
NV	✓	✓				
NH	✓	✓				ICC leadership and Part C Coordinator meets with new members to discuss their role and responsibilities
NJ	✓	✓*	✓			*Manual in process
NM	✓		✓			1 day orientation
NC		✓	✓			Work with staff of ICC
OH	✓	✓	✓			New member orientation meeting.
OK		✓		✓		
OR		✓	✓	✓		
PA	✓	✓	✓	✓	✓	
SC	✓	✓	✓	✓	✓	
SD		✓			✓	
TN		✓			✓	
TX			✓		✓	
UT	✓	✓	✓			
VA			✓		✓	
VT	✓	✓	✓			Mentoring and new orientation manual being used starting June 2003, additional orientation given by request
VI			✓	✓		
WA	✓	✓	✓			
WY	✓		✓*			*ICC Manual

10. Editor's summary of respondent's additional comments on SICC composition and membership:

- Composition and responsibilities of the SICC are defined in state statute.

  ID, IL

- States have or are requesting additional members that represent the diversity of their state.

  CO, IN, NJ, NM, SD, VT

- States find that ICC members with specific expertise are helpful:

  IA — attorney as member at large
  MA — community partners
  NC — representative from pediatric society

- Some states find that members who serve on other related councils are helpful. For example:

  AK — members are also members of the Special Education Advisory Panel and Developmental Disabilities Council

- States continue to experience difficulty getting timely appointments. (OK, CT)

- Two states' ICCs address all early childhood issues:

  NE — ICC addresses all early childhood issues and includes early intervention and early childhood special education

  OH — ICC includes all 0-3 programs at the Department of Health, and the new name reflects the wider perspective – Ohio Help Me Grow Advisory Council

Parent Participation

(See Sec. 303.601 Composition and Sec. 303.602 Use of Funds by the Council)

11. Special provisions are made to support parent participation on SICCs, including:

	Support for Parent Participation on SICCs:								
State (*N*=40)	**Expenses Paid**	**Meals/ Lodging**	**Travel Paid**	**Child Care Paid**	**Partici-pation Fee**	**Mentor-ing**	**Parent Retreats**	**Training/ Orienta-tion**	**Written Manual**
AL	✓	✓	✓	✓	✓			✓	✓
AK	✓	✓	✓	Respite				✓	✓
AZ	✓	✓	✓	✓		✓	✓	✓	✓
AR	✓	✓	✓	✓					✓
CA	✓	✓	✓	✓		✓			✓
CO	✓	✓	✓	✓		✓		✓	
CT	✓		✓	✓		✓		✓	✓
DC					✓				
FL	✓	✓	✓	✓					
GA	✓	✓	✓	✓	✓				
HI	✓		✓	✓					
ID	✓	✓	✓	✓		✓		✓	
IL	✓	✓	✓	✓	✓	✓			
IN	✓	✓	✓	✓	✓			✓	✓
IA	✓	✓	✓	✓	✓	✓		✓	
KS	✓	✓	✓		✓			✓	
LA	✓	✓	✓		✓				
MA	✓				✓	✓		✓	✓
MO	✓								
MT	✓	✓	✓	✓	✓	✓			✓
NE	✓	✓	✓	✓	✓				
NV	✓	✓	✓	✓		✓		✓	
NH	✓		✓	✓					
NJ	✓	✓	✓	✓	✓	✓			
NM	✓	✓	✓	✓	✓	✓			
NC	✓	✓	✓		✓				✓
OH	✓	✓	✓		✓	✓		✓	✓
OK	✓		✓	✓					✓
OR	✓	✓	✓		✓				✓
PA	✓	✓	✓	✓			✓	✓	✓
SC	✓		✓		✓	✓		✓	
SD	✓	✓	✓	✓					
TN	✓	✓	✓	✓				✓	✓
TX	✓	✓	✓	✓					
UT	✓		✓	✓	✓			✓	
VA	✓	✓	✓	can cover	✓	✓		✓	✓
VT	✓	✓	✓	✓	✓	✓	✓	✓	✓
VI	✓	✓	✓	✓	✓			✓	
WA	✓	✓	✓	✓					
WY	✓	✓	✓	✓					✓

11. (cont'd) Other provisions made to help parents participate in SICCs, who made travel arrangements and/or prepaid expenses:

State *(N=38)*	**Other provisions**	**Travel arrangements made by lead agency Yes/No**	**Expenses Prepaid? Yes/No**
AL		No	No
AK		Yes	Yes, when necessary
AZ		Yes	No, but can be arranged
AR		No	No
CA		Yes	Yes
CO		Yes	Yes, sometimes
CT	Reimbursement of wages lost, Section of Orientation Manual dedicated to parent members	Yes	Yes
DC	Full time OCEIP Staff (parent rep.)		No
FL		No	No, in process of changing
GA			Lodging prepaid
HI		Parents/neighbor island participants make reservations, but lead agency provides coupons or tickets	Yes
ID	Parent leadership, training	Yes, but parents can do themselves if they choose	No
IL		No	Upon request
IN		Yes, by ICC staff	Upon request
IA		No	No
KS	Telephone conference calls	No	No
LA		Upon request	Upon request
MA		If needed	Provided at meetings
MO		No	No
MT		No	Occasionally
NE		No	No
NV		When possible	No
NH		No	No
NJ		No	No
NM	1 day orientation for all ICC members	No	Yes, if requested
NC	Parents have contracts and are reimbursed for their time on hourly basis at all ICC meetings as well as subcommittee work. This includes any work done on behalf of ICC—phone calls, preparation time for ICC meetings Subcommittee Meetings/agenda prep., etc.	No	If needed
OH	Biannual State and National Conference	No	No
OK		No	No
PA		Yes	Yes
SC		No	No
SD		No	No
TN		If needed	No
TX		Yes	No, reimbursed
UT	ICC has a parent subcommittee with videoconferencing provided in order to make networking accessible to parents statewide	Yes	No

State (N=37)	Other provisions	Travel arrangements made by lead agency Yes/No	Expenses Prepaid? Yes/No
VA		Made via Family Involvement Project (ARCFIP)	Yes
VT	Parents encouraged to participate in many collaborative trainings/workshops	Yes	For long distance travel
VI		No	Yes
WY		No	No

11. (cont.) Respondents felt that the following strategies were especially helpful in supporting parent participation on the SICC:

State	Strategies of Note to Support Parent Participation on SICCs
AL	Parent lunch with ICC members following ICC meeting to debrief issues of concern
AK	Federation of Parents of Children with Special Needs' Parent Leadership Training
AZ	Local EI staff supporting parents to attend meetings
CA	Travel expenses and advances, statewide funding for system of Family Resource Centers (FRC), parent leadership as chairs and co-chairs, parent resource organization and mentoring, annual family conference, Family Committee on SICC, attendance at State and National Conferences, holding FRC meetings concurrent with SICC
CO	Special projects, leadership opportunities with support from lead agency
CT	Having a Parent Chair or Vice Chair as visible statement of power and value of the parent perspective
DC	Parent Advisory Board (mentoring)
GA	Family participation in Leadership Institute
IL	Effort has been made to follow up with parent members whose participation is low. A stipend has recently been offered to help cover additional expenses (other than travel/child care) resulting from their participation.
IN	Take new parents to annual DC meeting, have a parent chair, parents co-chair work groups, reimbursement
IA	Parent mentors, encouraging parents to share their story, parents on Executive and all committees, parent training and conference reimbursements
KS	Monthly parent teleconference
LA	Paying parents a stipend to participate in meetings
MA	A strong lead agency commitment to parent involvement and having the ICC staff that was a parent that served a 3 year term.
MO	Parents mentoring parents, paying child care expenses if needed
MT	Reimbursement and/or travel advance
NE	Participation fee, expenses paid, parent participation and leadership on committees/task forces
NJ	Recruit actively, stipend, parent as chair, half of ICC are parents, parents on every committee
NM	Payment of meeting expenses and child care stipends, pre-payment of estimated expenses upon request
NC	Parents have equal voice, ICC and all subcommittees are co-chaired by parent and professional
OH	Financial reimbursement, parents are co-chairs of Council and Council committees
OK	Active recruitment and encouragement of family participation, emphasizing the importance of parent contributions, child care and travel reimbursement
PA	Help current parent participants
SC	This is an area we are working to improve
UT	The parent subcommittee has given families a forum for their issues
VA	Collaboration with ARCFIP (ARC Family Involvement Project), orientation workshop
VT	Strong parent leadership, use of a Family Leadership and Support Committee, community leadership trainings outside our ICC, very supportive professionals and staff, share stories and strongly encourage collaboration by all
VI	The opportunity for out-of-town trainings, stipends

12. Parent members are recruited for appointment to the SICC in the following ways:

	Parent Member Recruitment Strategies						
	— Announcements —		—— Nomination by ——				
State (*N*=40)	**At Meetings** (*N*=33)	**In Newsletters** (*N*=21)	**Agencies or Service Providers** (*N*=35)	**Parent Organizations** (*N*=26)	**Public Notices** (*N*=12)	**Word of Mouth/ Informal** (*N*=38)	**Other**
AL	✓	✓	✓	✓		✓	
AK	✓	✓			✓	✓	
AZ	✓	✓	✓			✓	
AR	✓	✓	✓	✓	✓	✓	
CA	✓		✓	✓	✓	✓	
CO	✓	✓	✓	✓	✓	✓	
CT	✓	✓	✓	✓		✓	One member recruited after making a public comment at a meeting
DC	✓	✓	✓	✓	✓	✓	
FL	✓	✓	✓	✓		✓	
GA	✓	✓	✓		✓	✓	
HI			✓	✓		✓	
ID	✓		✓			✓	
IL						✓	
IN	✓		✓	✓		✓	
IA	✓		✓	✓		✓	Governor's web page
KS	✓	✓	✓	✓		✓	Listserv and Web site
LA	✓	✓	✓	✓	✓	✓	
MA	✓	✓	✓			✓	
MO	✓		✓		✓	✓	
MT			✓				
NE	✓		✓	✓			
NV	✓		✓	✓		✓	
NH	✓		✓	✓		✓	
NJ	✓	✓	✓	✓		✓	
NM	✓	✓	✓	✓		✓	Governor selection
NC	✓	✓	✓	✓	✓	✓	
OH	✓	✓	✓	✓		✓	Being personally contacted by someone
OK						✓	Special Parents Access Network, Parent Coordinator
OR	✓	✓			✓	✓	
PA	✓	✓	✓	✓	✓	✓	
SC	✓		✓	✓		✓	
SD			✓			✓	
TN			✓	✓		✓	
TX	✓		✓	✓		✓	
UT	✓	✓	✓	✓		✓	
VA	✓	✓	✓			✓	
VT	✓	✓	✓	✓		✓	Through the Part C Host Agencies
VI			✓			✓	
WA	✓				✓	✓	
WY	✓		✓	✓		✓	

12. (cont'd) The following strategies for recruiting parents were reported to be especially successful by states responding to the survey:

State	Strategies of Note to Recruit Parent SICC Members
AK	Through EI providers
CA	Through SICC, parent organizations and Annual Family Conference
CO	All local Part C/interagency groups recruit on a local level from parents they have contacts and connections with
DC	Parent Advisory Board
FL	PRO (Parent Resource Organization) has assisted. Regional policy council
ID	RITCs, Regional staff who recognize those parents who are able to participate at their local level
IA	Recruit through local interagency councils and family forums, personally contact parents prior to nomination, parent participates on membership committee and makes personal contact with parent nominees
KS	Local partners
LA	Getting the word out through parent organizations
MO	Web site and Listservs
MT	Using provider agencies
NE	Recruiting through state agencies and state parent organizations, personally contact parents prior to nominations
NH	Nominations by current ICC parents
NJ	Recruit parent advocates through advocacy groups
NM	Our state parent organization is very supportive in helping the ICC recruit and mentor parents to serve on the ICC and/or on ICC committees/task forces
NC	Providing applications to parent support organizations, to parent leadership training graduates, to local ICCs and local EI programs
OK	Recently hired a parent coordinator who is highly effective in identifying parents who are willing and capable of service on our ICC. Conferences are another venue we have used to identify willing and active parent partners
UT	Contracted providers skilled at identifying parents who have the time, energy, and commitment to serve as voice for families. Parent subcommittee enables parents to participate on whatever level they want. Some start out as observers and move to leadership roles down the line
VA	Word of mouth and informal contact seems to work well
VT	Recommendations by ICC parents, we look for dedicated parents who have proven their desire is to work for all children
VI	All parents asked to join ICC have always said yes, so we have not had to develop strategies for parent membership and participation
WI	It is difficult as some parents are intimidated by government programs

13. The following 15 states feel that the parent's role on the SICC is different from an agency representative's role:

    CO, CT, ID, IL, IN, LA, MO, NJ, OK, OR, SD, TX, UT, VT, VI

    These states indicated that the parents' role is different in the following ways:

    - Parent doesn't have an agency within which to engage in policy planning and implementation
    - Brings the "parent" or consumer perspective and helps keep us focused on real needs and issues
    - Parent representation is requested in each work group, a similar request is not made of other membership types
    - Parents represent "grass roots" information sharing
    - Parents can actively advocate for the Part C program
    - Parents can speak out with policy makers and have first hand knowledge of what works
    - Parents contribute a strong "reality test" for how things are functioning across the state

14. The following 5 states reported alternate or substitute parents are appointed/approved:
    AK, AR, CT[1], OK, SC

    [1]Any appointed council member may subsequently appoint an alternate to fulfill their duties. Occasionally this has included parent members, but usually this is an option exercised by agency representatives.

    The following 3 states said alternate or substitute parents are not appointed/approved, but qualified their answer:
    AL — No, but available through proxy;
    NM — No, but ICC parent who cannot attend an ICC meeting can send a proxy who has full voting privileges and can bill for meeting expenses;
    NC — No, but nothing to prohibit such if asked.

15. Editor's summary of respondents' additional comments on parent participation:
    - Additional comments on parent participation indicate that the following responding states strongly value parent's contributions and leaderships.
      AZ, CA, GA, NE, MA, MO, NC, OK, VT
    - Starting meetings with family stories helps the ICC focus on why and for whom they exist.
      AZ, IA
    - Some states still find recruitment and ongoing parent participation a challenge. One state said, "It can be difficult to elicit parent participation as new parents are often overwhelmed with caring for their special needs child. Often our ICC parents children are "aging out" of Part C by the time parents have the time and energy for service."
    - States identified specific achievements of parents. In NC, the ICC sponsors an annual parents legislative luncheon. Parents invite their own legislators to eat with them and their children to learn more about EI. In MA, the Parent Leadership Project has increased parent involvement.

Strategies for Outreach to Underserved Populations

16. The following 35 SICCs have successfully recruited representatives of underserved populations to serve on or participate in the following roles:

State (N=35)	Officially Appointed SICC	SICC Committee	SICC Task Force	Other SICC Activities
AL	✓	✓		EI conference presenters
AK	✓	✓	✓	
AZ	✓	✓		
AR				Needs to improve representation geographically and culturally
CA	✓	✓		
CO				Rural diversity (Native American and Hispanic)
CT	✓	✓		
DC	✓	✓	✓	
FL			✓	
GA	✓	✓	✓	
HI		✓		
ID	✓			
IN			✓	
IA	✓	✓	✓	
KS	✓			
LA		✓	✓	
MA	✓			Regional, cultural, socio-economic, fathers
MO	✓		✓	Local Coordinating Councils
MT	✓			
NE	✓			
NJ	✓			
NM	✓	✓	✓	
NC	✓	✓	✓	
OH	✓			
OK	✓			Meeting with the Native American Tribal leaders to coordinate and improve our Child Find process within Native American groups
OR	✓			A challenge that needs addressing
PA				Developing subcommittees
SC				We are targeting for improvement
TN				More participation on local ICCs due to less travel complications
TX	✓	✓		
UT	✓	✓	✓	
VA	✓	✓	✓	
VT	✓	✓	✓	An ongoing effort
VI	✓	✓		
WY				Struggle to find underrepresented children, very diverse, can be a child on reservation or upper economic level or homeless

17. States surveyed describe the types of seats representatives of underserved populations occupy:

State	Agency	Parents	Direct Service Providers	Other
AL	✓	✓		
AK	✓	✓	✓	
AZ	✓	✓	✓	
AR	✓	✓	✓	
CA	✓	✓	✓	
CO	✓	✓	✓	
CT	✓		✓	
DC			✓	
FL	✓	✓	✓	
GA	✓		✓	
ID	✓	✓		
IN			✓	
IA	✓	✓		
KS		✓		
LA		✓	✓	
MA		✓		
MO		✓		
MT		✓		Legislator/Parent
NE	✓	✓		Business
NJ		✓	✓	
NM	✓	✓	✓	Navajo nation
NC	✓	✓	✓	
OH		✓		
OK	✓	✓	✓	
OR	✓			
SC		✓		
SD	✓	✓	✓	
TX	✓	✓	✓	
UT		✓		
VA	✓	✓	✓	
VT		✓		
VI	✓	✓		
WA	✓	✓	✓	
WY	✓	✓	✓	

18. SICCs reported several successful strategies to recruit representatives of underserved populations. These included:

State	Strategies of Note to Recruit Representatives of Underserved Populations
AL	Hispanic Outreach, Service Coordinators assist in recruitment, local councils
AK	Materials are available also in Tagalog and Spanish
CA	Go to local communities, both urban and rural, provide translated materials, encourage community presentations at meetings, develop annual outreach plans
CO	Personal contacts
CT	Prioritizing recruitment of representatives from underserved populations whenever a vacancy occurs
DC	Outreach efforts to various communities
GA	Personal invitation to participate on committees
HI	We look for geographical representation, rural/urban, and look for people with specific knowledge and expertise
IA	Work through local EI councils and agencies
KS	Suggestions from local partners
MO	Local Councils' efforts along with SICC encouragement
NE	Directly contact representatives of underserved populations, network and recruit through multi cultural organizations
NJ	NECTAC meeting, SPAN presentation, full meetings with REICs
NM	Our governor does an outstanding job at this, also, several state agency folks represent underserved populations
NC	Working with local ICCs, EI programs identify parents and providers, Parent Leadership Development Program has focused on underserved populations at times
OH	Council had a strategic planning session to recruit active parents in underserved areas
OK	This continues to be an area of struggle for our ICC
PA	Parents help to recruit other parents for trainings
TX	ECI uses "grass roots" approach to representative recruitment, local community perspectives from various areas of our large, diverse state are important
VT	Mainly going through Host Agencies and Parent Advocacy groups such as Vermont Parent Information Center (VPIC) and Parent-to-Parent

19. Editor's Summary of Respondents' Additional Comments on Strategies for Outreach to Underserved Populations:

State ICCs continue to struggle with recruitment of representatives of underserved populations. Changing demographics is one challenge cited. In spite of challenges, this area continues to be a priority in several states. (ID, KS, MT, OH, OK, VT)

Several states recruit successfully through local or regional councils or agencies and multicultural organizations. (IA, MO, NC)

Child Find and public awareness committees of state ICCs focus efforts on identifying and serving underrepresented populations. (GA, NC, OK, TX)

20. The specific age focus of the SICCs are as follows:

Birth Through 2 (*N* = 27)	**Birth Through 5** (*N* =13)	**Birth Through 8** (*N* = 1)
AZ, AR, CA, CO, CT, DC, FL, GA, HI, ID[1], IL, IN, IA, LA, MA, MT, NV, NJ, NM, OH, OK, SC, SD, TX, VA, UT, WA	AL, AK, ID[1], KS, MO, NH, NC, OR, PA, TN, VT, VI, WY	NE

[1]ID: Birth through 2 - primary focus, Birth through 5 - secondary focus

21. SICCs report the following frequency of meetings of the entire ICC membership:

Frequency of SICC Meetings			
Monthly (*N* =3)	**Bimonthly[1]** (*N* =9)	**Quarterly** (*N* =26)	**Other**
KS, OH[2], OR	AZ, CT, IL, IA, MA, MO, NH, NJ, PA	AL, AR, CA, CO, DC, FL, GA, HI, ID, IN, LA, MT, NE, NV, NM, NC, OK, SC, SD, TN, TX, VA, VT, VI, WA, WY	AK: 3 times/year UT: 5 times/year

[1]Every other month or 6 times a year
[2]Moving to bi-monthly

22. SICCs report where meeting is held and if meeting sites rotate:

State	Location of meeting	Rotate Sites Yes/No
AL	Lead agency (State Office)	Did not rotate this year, although has done so in the past
AK		Yes
AZ	Phoenix	Occasionally, budget restraints have made this difficult
AR	Little Rock	No
CA		Yes
CO	Denver/metro area	Yes
CT	Town of central location	No
DC		Yes
FL		Yes
GA	Atlanta	Regional rotation for 2 meetings
HI	Honolulu	No
ID	Boise	No
IL	Springfield	No
IN	Indianapolis	No, Governor has requested that they meet centrally
IA	Central Iowa	No, one meeting over IA Telecommunication Network during the winter weather
KS	Topeka	No
LA	Baton Rouge	No
MA	Centrally located	No
MO	Jefferson City	Yes, until state budget prohibited travel
MT	Helena	No
NE	Lincoln	Rarely (committees/task forces have met by video conference)
NV	Reno/Las Vegas	Yes
NH	Concord	No
NJ	Central	No, tried, but trouble getting quorum
NM	3 meetings in either Santa Fe or Albuquerque, 1 meeting in rotating region of state	Yes
NC	Various locations	Yes
OH	Columbus	No
OK	Oklahoma City	No
OR	Department of Education — Salem	No
PA	Central region	Occasionally
SC	Columbia	No
SD	Pierre	We use Distance Learning Network for most meetings to avoid travel for SICC members
TN	Nashville	Have had meetings in East Tennessee that coincide with other state meetings
TX	Austin	No
UT	Salt Lake City	No, video conferencing available to those who live in remote areas
VA	Richmond	Occasionally
VT		Yes
VI	2 islands	Yes
WA		Yes
WY		Yes

23 and 24. The following 22 SICCs have a regularly scheduled retreat:

Length of Retreat	*N*	States
6 hrs.	1	HI
1 day	5	AZ, KS, MA, OR, SC
1.5 days	4	IL, MT, NM, OK
1.5-2 days	1	CO
1-2 days	3	IN, NJ, VA
2 days	5	CA, GA, NC, PA, VT
3 days	1	AK
2-4 days	1	VI
(did not specify)	1	NV

25. In addition to regularly scheduled meetings, SICCs conduct business in the following ways:

State (N=40)	Add'l Mtgs	Conf. Calls	E- Mail	Interactive TV	Mail Survey	Listserv	Committees or Task Forces	Other
AL	✓	✓	✓	(possible but not used)			✓	
AK	✓	✓	✓		✓			
AZ	✓	✓	✓			✓	✓	
AR	✓	✓	✓		✓		✓	
CA	✓	✓	✓			✓	✓	
CO		✓	✓			✓		
CT	✓		✓			✓	✓	Bimonthly Executive Committees
DC	✓	✓	✓			✓	✓	
FL		✓	✓				✓	
GA	✓	✓	✓				✓	
HI	✓		✓				✓	HEICC Executive Committee meets 1 or 2 times per quarter
ID		✓	✓		✓		✓	
IL	✓	✓	✓				✓	
IN		✓	✓				✓	
IA		✓	✓	✓			✓	Executive Committee meets monthly
KS	✓	✓	✓	✓	✓	✓	✓	Fax machine
LA		✓	✓	✓		✓	✓	
MA			✓		✓		✓	
MO	✓	✓	✓		✓	✓	✓	
MT		✓	✓				✓	
NE	✓	✓	✓	✓	✓		✓	
NV		✓	✓		✓		✓	
NH	✓	✓	✓				✓	
NJ	✓	✓	✓		✓		✓	
NM	✓	✓			✓	✓	✓	Annual strategic planning summit to develop/ evaluate/revise strategic plan
NC	✓	✓	✓	✓	✓	✓	✓	
OH	✓	✓	✓				✓	
OK	✓		✓				✓	
OR	✓	✓	✓			✓	✓	
PA		✓	✓				✓	
SC	✓		✓				✓	
SD		✓	✓					
TN			✓			✓		
TX		✓	✓				✓	
UT			✓	✓			✓	
VA	✓	✓	✓	✓	✓		✓	
VT	✓	✓	✓		✓		✓	Also try to meet with Lt. Governor and Govenor as time permits
VI	✓	✓			✓		✓	
WA		✓	✓				✓	
WY		✓	✓					

26. The following 26 states have dedicated staff (i.e., at least 50% on ICC work) assigned to the Council. When available, the number of staff follows the state name in "N" column: *(See also Sec. 303.602 Use of funds by the Council.)*

State	N	Where Staff Is Housed	Funds Provided By
AK	1	Part C lead agency	Part C and other agencies
CA	3	Part C and CSPD Contractor	Part C lead agency
CT	1 (.25 FTE)	Part C lead agency	Part C Lead agency
GA	1	Part C lead agency	Part C lead agency
HI	1 (.5 FTE)	Part C lead agency	Part C lead agency
IN	1	Contract employee works from home	Part C lead agency (lead agency funds ICC, ICC contracts w/staff)
IA	.33 FTE	Center for Disabilities and Development, Iowa's UCE	Part C lead agency
KS	1.5 FTE	Part C lead agency	Combination of agencies
LA	1	Office of the Governor	Part C lead agency
MA	1	Part C lead agency	Part C lead agency
MT	1	Part C lead agency	Part C lead agency
NE	2 (.6 FTE)	Part C lead agency and facilitator-Education Service Unit #3, Early Childhood Training Center	Part C lead agency
NJ	1 Part time	Private Contractor	Part C lead agency
NM	1	Consultant working out of home office	Part C lead agency
NC	2	Child Care agency	Part C lead agency (majority), combination of agencies
OH	1	Part C lead agency	Part C lead agency
OK	2	Oklahoma Commission on Children and Youth	Part C lead agency/Funds from IDEA
OR	1 (.30 FTE)	Part C lead agency	Part C lead agency
PA	1 (Part time)	Part C lead agency	Part C lead agency
SC	1.5 FTE	Part C lead agency University of South Carolina (part of our TA staff)	Part C lead agency
TN	1 Part time	Technical Assistance Office	Part C lead agency
UT	1	Part C lead agency	Part C lead agency
VT	.25 FTE	Family Infant and Toddler Program or Part C	Part C lead agencies
VI	1	At our PTI	Part C lead agency
WA		Part C lead agency	Part C lead agency
WY	1	Part C lead agency	Part C lead agency

26. (cont'd) SICC staff provide the following services to the SICC:

Service	*N*	State
Provide clerical support with minutes, agenda, notices, mailings, dissemination of information and materials	24	AK, CA, CT, GA, HI, IL, IN, IA, KS, LA, MA, NE, NJ, NM, NC, OH, OK, OR, PA, SC, TN, UT, VI, WY
Support and coordinate travel, parent reimbursements, meeting/retreat schedules and arrangements, conference calls, and other SICC activities	24	AK, CA, CT, GA, HI, IL, IN, IA, LA, MA, MT, NE, NJ, NM, NC, OH, OK, OR, PA, SC, TN, UT, VI, WY
Conduct research, collect and analyze data, gather and disseminate information for SICC	9	AK, CA, IL, IN, IA, LA, OK, PA, UT
Facilitate communication among SICC members, agencies, SICC Committees, SICC and local councils, legislature, Governor's office	7	CT, IL, IA, KS, NM, NC, OR
Orient new members	6	CA, IA, MA, NE, OH, WY
Represent SICC at state and national meetings	5	IA, KS, LA, MA, NM
Prepare reports	4	CA, IL, IN, OH
Provide technical assistance and training	4	AK, KS, MA, OH
Support for committee work	4	ID, IA, OH, OK
Assist with statewide legislative/public awareness events	3	KS, LA, NM
Assist with preparation of annual report to the Governor	3	CA, NE, OK
Listserv management and Web announcements	3	CT, LA, TN
Prepare Governor appointment package for SICC	2	CA, OH
Provide technical assistance to local ICCs	1	KS
Coordinate parent network	1	MA

27. The agenda for SICC meetings is developed by the following:

State (N=40)	Lead Agency	SICC Chair	SICC Staff	SICC Steering Committee	Other
AL	✓*	✓			*Part C Coordinator, ICC Chair and lead agency Commissioner
AK		✓			
AZ	✓	✓			Standing Committee Chairs
AR	✓				
CA		✓		✓	
CO					Executive Committee (co-chairs, members and lead agency staff)
CT			✓		Generated by staff support person, edited by Chair, then circulated via listserv for final edits
DC	✓	✓			
FL		✓			
GA		✓	✓	✓	
HI	✓			✓	
ID	✓			✓	Executive Committee
IL				✓	
IN	✓	✓	✓		Other ICC members
IA				✓*	*Executive Committee, with input from members
KS		✓	✓		
LA			✓		Developed in conjunction with Executive Committee
MA				✓	
MO	✓	✓	✓		Coordinated effort
MT	✓	✓			
NE		✓		✓	Chair/Facilitator draft agenda, Steering Committee reviews, adjusts, approves
NV	✓	✓			ICC Members
NH					Planning committee consists of ICC officers, Lead Agency report, DOE, 619 coordinator, Part C coordinator
NJ	✓	✓			Executive Committee
NM	✓	✓	✓		Executive Committee
NC		✓	✓		
OH	✓	✓	✓		Co-chairs, staff liaison, bureau chief, and Help Me Grow program administrator
OK		✓	✓		
OR		✓*			*with Executive Committee
PA	✓	✓			
SC	✓	✓	✓		ICC members, agenda is a joint effort
SD	✓	✓			
TN	✓				
TX	✓	✓			
UT	✓	✓	✓		
VA	✓			✓	
VT		✓		✓	Part C Director works with Chair and Steering Committee
VI		✓			Vice Chair and Part C Director
WA	✓	✓	✓	✓	
WY	✓	✓	✓	✓	Committee members, other programs wanting assistance or collaboration from ICC

28. The following 35 states indicated items included on a typical agenda:

State	Agenda Items
AL	Special issues (e.g., Family Perspective), usual meeting items (e.g., Committee and Chair Reports.), approval action on bylaws changes, annual performance report, subcommittee reports, lead agency and ICC agency reports, committee reports, Family Story
AK	Transition and funding
AZ	Family Story, Committee Reports, State Agency Reports
AR	Introductions, Minutes, Lead Agency report, Financial Report, Old Business, New Business, Member Discussion
CA	Reports by Family Resource Network, State Departments, Public and Parent input, staff action items and, relevant presentations
CO	Introductions, usual meeting items, Public Comment, State Budget report
CT	Introductions, approval of prior meeting minutes, public comment, Federal update, State update, Lead Agency update, Committee Work and Reports, occasional invited speaker on a priority topic of interest, adjournment
FL	Committee reports
GA	Committee and lead agency reports, public comment
HI	Budget issues, legislation (local and national), guest speakers, OSEP monitoring, Part C activities, new issues of concern
ID	Welcome, minutes, Lead Agency report, announcements, old/new business, committee meetings and reports
IL	Introductions, approval of meeting report and lead agency report, update on work group activities, reports on pilot projects, new business, informational reports or discussions on priority issues
IN	Chair, staff, and Part C coordinator reports, member round tables, Family Story, ICC discussion topics, Public Comment
IA	Minutes, committee reports, parent sharing family story, Legislative issues, sharing of activities
KS	Public Forum, agency and committee reports, hot topics
LA	Committee and agency reports
MA	EI Director's report, committee updates, special presentation from EI community and partners
MO	0-3 Implementation Activities, member reports, budget, issues, concerns
MT	Legislative, Respite issues, agency reports, Medicaid, maintenance of Part C
NE	Announcements, Public Comment, Legislative updates, Task Force/Standing Committee updates and breakouts, agency reports and updates, Family
NH	ICC business, membership issues, parent story/contribution to topic, CIFMS (improvement plan update in topical area, other Part C issues), departmental updates, topics of interest to ICC
NM	Parent panel, state agency reports, informational topics, ICC business items, issues affecting early intervention
NC	Subcommittee Reports, agency updates, legislative updates and strategy discussion-research reports open forum for parents and professionals to bring issues, areas of concern, problems or things that are working well to the ICC for action or intervention, if necessary.
OH	Committee reports, bureau updates, ad hoc committee reports, topic discussion needed to be voted on, mini workshops that provide training
OR	Agency/Parent updates, SICC business, ODE updates, Legislative updates/planning, Goal group reports, policy review/input
PA	Discussion, introductions, welcome, presentation, department updates, legislative updates, round table, audience participation, reports
SC	Training updates, OSEP updates, compliance agreement, public awareness/child find, committee reports, approval of minutes, introduction
SD	Review of minutes, program updates, request agenda additions, plan next meeting
TN	Lead agency report, reports by each department, parent reports
TX	Public Comment, agency update, legislative updates, subcommittee reports
UT	Lead agency, subcommittee reports, review of minutes, miscellaneous discussion, presentations from groups interested in early intervention
VA	Part C update, committee reports/updates, Family Report, Public Comment
VT	Review of norms, bylaws, stories of celebration by parents and professionals, Director, co- chair, committee report, special issues, guest speaker or regional Host Agency presentation, wrap up
VI	Policies, program activities, budget and funding issues, recent studies and research findings
WY	Old business

29. The following SICC task forces or committees were identified by the states responding to the survey:

SICC Task Forces or Committees	*N*	State
Personnel/Training/Professional Development/ Credentialing/CSPD	16	AL, AZ, HI, FL, ID, LA, MA, NC, OH, OK, OR, PA, SC, VA, VT, VI
Financial Planning	14	AL, CT, GA, KS, LA, MA, NM, OK, PA, SC, TX, UT, VA, VI
Family/Parents	13	CA, CT, FL, IN, IA, LA, NV, NJ, NC, OH, PA, UT, VA
Public Awareness/Child Find	11	AL, CA, GA, ID, IN, NE, NC, OH, OK, TX, VA
Program Planning/Evaluation/Outcome Measurement/ Goals	9	AL, AZ, FL, ID, MA, OK, OR, PA, VI
Executive/Steering	9	CO, CT, HI, IL, LA, MA, MO, UT, VT
Transition	7	AR, CT, NM, NC, OH, TX, VT
Legislation/Government	5	CT, ID, IA, NC, SC
Nominating/membership	5	IA, LA, MA, NH, VI
Policy/bylaws	3	FL, IA, VI
Natural Environment	3	LA, NV, NM
Services committee/Service Design/Direct Services	3	OK, SC, VI
IFSP (Development of new form and process)	2	AZ, VT
Quality Service Delivery Systems, Monitoring personnel and program standards, Continuous Improvement	2	CA, VA
OSEP committees	2	HI, MO
Cultural Diversity	2	IN, NC
Redesign, Monitoring, Annual Report	2	IA, MO
LICC/Local Regional Services	3	AR, NC, VA
Integrated services and health (access to services)	1	CA
Special Purpose	1	CO
Community Learning Opportunities	1	CT
ICC Collaboration	1	GA
Seamless Services	1	GA
ICC Handbook	1	IA
Advocacy	1	KS
Special Education Funding	1	KS
Newborn screening	1	KS
Low Incidence	1	MA
Standards	1	MA
Gaps and Barriers	1	NE
Quality child care/Worthy Wage	1	NE
Interagency	1	NJ
Administrative	1	NJ
Public Policy and Education	1	OH
Service Coordination	1	OH
Communication/Education for Policy Makers	1	PA
Eligibility	1	UT
Infant Toddler Mental Health	1	UT
Grant Applications	1	VI

30. Annual work plans are developed by the following SICCs and their committees and task forces:

	Work Plan Developed by:		
State	**ICC**	**Committees**	**Task Forces**
AL		✓	
AK	✓	✓	
AZ		✓	
AR	✓	✓	✓
CA	✓	✓	
CO	✓		
DC	✓	✓	
FL	✓	✓	✓
GA		✓	✓
ID	✓	✓	
IN	✓		
IA	✓		
KS	✓	✓	✓
LA	✓	✓	✓
MA	✓		
MT	✓	✓	✓
NE	✓	✓	✓
NV	✓		
NJ	✓	✓	✓
NM	✓		
NC	✓	✓	✓
OH	✓	✓	
OK	✓	✓	✓
OR	✓	✓	
PA	✓		
SC	✓	✓	
TX		✓	
UT	✓	✓	✓
VA	✓	✓	✓
VT	✓	✓	
VI	✓	✓	
WA	✓	✓	✓

31. The following 32 SICCs develop long-term goals:

AL, AK, AZ, CA, CT, DC, FL, GA, HI, ID, IN, IA, KS, LA, MA, MO, MT, NE, NJ, NM, NC, OH, OK, OR, PA, SC, TX, UT, VA, VT, VI, WA

Relation of ICC goals to those of the Part C:

- Goals are directly related and work together as part of overall improvement. (AL, AK, AR, CT, GA, HI, ID, IL, IN, KS, LA, MO, NC, OH, OK, OR, SC, TX, UT, VA, VT, VI)

- Process begins with ICC retreat and committees then develop goals. (MA, NE, NJ)

32. The following 28 SICCs have annual budgets:

State	What Budget covers
AL	Travel (mileage and per diem) for in state and out of state travel, advisory fees, child care, and supplies
AK	Did not specify
AZ	Travel, meeting/retreat facilitation, family participation, meeting space
CA	Meeting and travel expenses, parent support, materials
CT	Parent reimbursements, meeting refreshments, conference fees, out-of-state travel. all mailings, annual report costs, printing, and support staff time is "in-kind" from the lead agency
CO	Meeting and travel expenses, child care
FL	Travel for members and printing
GA	Meeting, travel, committee/task force support
ID	Meeting expenses, travel for members
IL	Meeting. location costs, travel reimbursements for members and work group participants, stipends for parent member participation
IN	Staff support, in state/out of state travel, copying, postage, stipends, meeting costs, office supplies
KS	Staff salary, meeting expenses, travel
LA	Operational expenses, travel, parent stipends, staff salary
MO	Meeting expenses
MT	4 annual meetings including 1 retreat, travel reimbursement supplies
NE	Staff, meeting expenses, reimbursement for travel, lodging, meals, child care, and stipends for participation
NJ	Meetings, reimbursements, publications, part time staff, conferences
NM	ICC member participation, ICC meeting expenses, payment for ICC staff, ICC initiatives
NV	Travel and meeting expenses
NC	Executive Director and Secretary salary, budgets for committees, funds for parent support to attend ICC and subcommittee meeting
OH	Parent contracts, meals for Council meetings
OK	Committee budget/expenses, State Plan Grant Coordinator, ICC secretary, consultation, travel and child care reimbursements, Professional development (annual NECTAS Conference)
OR	Meeting expenses, communication efforts with LICCs, support of parent members
PA	Meeting, retreats, all business matters
TN	(did not specify)
UT	Conference, meetings, administration, supplies, travel, stipends
VT	Committee budgets for work and parent/professional reimbursements
WA	(did not specify)

33. These states have the following documents:

State	Bylaws	Mission Statement	Orientation Manual	Brochure	Procedure Manual	Other
AL	✓		✓			Plan to revise mission statement
AK	✓	✓	✓	✓	✓	
AZ	✓	✓	✓			
AR	✓	✓	✓			
CA	✓	✓	✓			
CO	✓	✓	✓	✓	✓	www.cde.state.co.us/ earlychildhoodconnects/ cicc.html
CT	✓		✓			www.birth23.org
DC	✓	✓				Mayor's order that created ICC
FL	✓					
GA	✓	✓	✓			Fact sheets
HI	✓	✓				
ID	✓	✓	✓	✓	✓	
IL		✓	✓			Principles (www.state.il.us/ agency/dhs/earlyint/eipdfs/ei02pei.pdf) - Operating Guidelines and ground rules
IN	✓		✓		✓	Vision Statement
IA	✓				✓	
KS	✓	✓	✓			www.kansasicc.org
LA	✓	✓	✓			
MA	✓	✓	✓		✓	
MO	✓	✓	✓			
MT	✓	✓	✓	✓		www.dphhs.state.mt.us/fssac
NE	✓	✓	✓		✓	
NV	✓		✓		✓	Vision Statement
NH	✓	✓*	✓			*www.nhdds.org/programs/ famchild/earlysupports – other documents available electronically on request
NJ		✓	in progress		in progress	Annual report
NM	✓	✓		✓		ICC tool kit, ICC marketing plan
NC	✓	✓	✓		✓	
OH	✓	✓	✓			
OK	✓	✓	✓		✓	
OR	✓	✓			✓*	*Members Handbook
PA	✓	✓	✓		✓	
SC	✓	✓	✓			
SD	✓		✓			
TN		✓	✓		in progress	
TX	✓	✓	✓	✓	✓	
UT	✓	✓	✓			
VA	✓	✓	✓			
VT	✓	✓	✓			Roles and Responsibilities
VI	✓	✓				
WA	✓	✓	✓	✓	✓	
WY	✓	✓	✓			

34. Respondents' additional comments on structure and organization:

KS: Absence of agency heads at ICC table is sometimes problematic.

LA: LA is going through a change in lead agencies and a complete system redesign. Our complete focus is to advise and assist the lead agency in making a smooth transition.

MO: Bylaws just revised, procedure manual is next major goal, Co Chairs (one parent, one provider) were initiated 2 years ago, chairs have staggering terms, invite visitors/audience participation/comments

OH: We have expanded our membership and focus to include birth to three services to newborns, infants, and toddlers at risk.

SC: Current categories of members, parents, provider, trainer of personnel, agencies, Head Start, general assembly and others.

TN: ICC has been strictly advisory. Work projects are completed by Technical Assistance groups.

VT: Discussion of infrastructure is ongoing, driven by parent participation and program needs.

35. SICCs were asked to rank the five most important functions of their role of advising and assisting the lead agency. The following functions were ranked among states' top functions:

Primary Functions of SICC	*N*	State
Represent constituencies	32	AZ, AR, CA, CO, CT, DC, FL, GA, HI, ID, IN, IA, LA, MA, MO, NE, NV, NH, NM, NC, OH, OR, PA, SD, TN, TX, UT, VA, VT, VI, WA, WY
Monitor program quality and consumer satisfaction	30	AK, AZ, CA, CT, DC, FL, ID, IN, IA, KS, LA, MA, MO, MT, NE, NV, NH, NM, NC, OK, PA, SC, SD, TN, TX, UT, VT, VI, WA, WY
Evaluate effectiveness of policies and programs	30	AL, AK, AZ, CA, CO, DC, FL, GA, HI, ID, IL, IN, IA, KS, LA, MA, MO, MT, NE, NM, NC, OH, OK, PA, SC, TX, VT, VI, WA, WY
Develop and implement policy	25	AL, AK, AZ, AR, CA, CO, FL, GA, HI, IN, IA, LA, MA, MT, NV, NJ, NM, NC, OH, SC, SD, VT, VI, WA, WY
Prepare the annual report to the Governor	22	AL, AK, CT, ID, IL, IN, IA, MO, NE, NV, NJ, NM, OH, OK, OR, PA, SC, SD, TN, TX, VI, WA
Ensure a seamless, birth through 5 system	21	AL, AZ, CA, DC, GA, HI, KS, LA, NE, NJ, NM, OH, OR, PA, SC, SD, TX, UT, VT, WA, WY
Develop and monitor interagency agreements	16	AK, AZ, AR, GA, ID, IA, LA, NE, NJ, NM, PA, SC, SD, UT, WA, WY
Assist locals with policy implementation	11	AK, AZ, CO, HI, KS, LA, MO, PA, UT, WA, WY
Resolve state level interagency disputes	9	AL, AK, AZ, ID, LA, OK, SC, VT, WY
Generate more public, private, and/or local funding	7	ID, IL, KS, LA, NC, VT, WA
Assist in developing the state Part C program budget	7	AZ, IL, LA, NJ, NM, OK, WA
Administer the Part C grant	5	CT, DC, MA, SD, WA
Oversee local ICCs	5	AR, FL, ID, PA, WA
Fund projects, studies, pilots and/or programs	4	AZ, LA, NM, WA
Other: ID: Supports efforts to improve personnel standards IL: Preparation of Part C application IA: Actively involved in state comprehensive self assessment for OSEP monitoring NE: Advise state agencies, Governor's office, legislature on Early Childhood Act, Early Intervention Act, Quality Child Care Act VA: Serve on task forces and subcommittees		

36. The respondents indicated that their SICC's primary role has changed during the past 10 years in several ways.

- Many states said that in earlier years their SICC was focused on setting up the programs and policy development. Now the focus is more on evaluation and refinement or redesign of their system and continuous improvement. (AL, CA, CO, GA, KS, LA, MO, NH, NM, NC)
- Several states said their SICC is now more proactive in advising and assisting with policy and procedures and have improved skills in advising and assisting. (AK, AZ, FL, IA)
- There is a more collaborative relationship between the ICC and Lead agency. (CT)
- Parent leadership has strengthened over time. (IA)
- Membership has expanded. There is more collaboration among stakeholders. (NJ, OH)

37. SICCs indicated several ways that they have been involved in generating more public, private, and local funding for Part C.

SICC Efforts to Generate Funding for Part C	*N*	State
Use of advocacy and public awareness activities, providing education and information to legislators and governors on the importance of early intervention and funding needs, encouraging parents to give them the same information	13	AZ, CT, FL, ID, KS, MO, NH, NJ, NC, OK, OR, VT, VI
Working closely with Medicaid to maximize Medicaid reimbursement for EI service	5	AR, GA, IA, NM, OK
Advises and assists Lead agency in identifying all possible fiscal resources at state and local level	4	IL, NC, UT, VT
Grant writing, letters of support for grants, testifying at hearings and forums	4	MA, NE, OK, SC
Collaboration and partnering with other programs or agencies with similar goals	4	KS, TX, VI, WY
Meeting with congressional representatives, letters of support and concern regarding federal funding	2	NE, SC
Conduct cost study analysis	1	LA
Development of fee-based system	1	TX

38. SICCs have had a significant role in influencing state legislation in the following ways:

SICC Role in Influencing State Legislation	*N*	State
Letters of support, public comment, holding forums, testimony at hearings, meeting with legislators	20	CA, CT, HI, ID, IN, IA, MT, NE, NV, NH, NM, NC, OH, OK, OR, SC, TN, TX, VA, VT
Through advocacy and education materials, brochures, fact sheets, position statements	12	AL, AK, CT, FL, IN, LA, MO, NC, OH, OK, OR, VA
Monitoring legislative activities related to early intervention and inform stakeholders	7	CA, IL, IN, MA, NE, OH, SC
Authored, introduced and help pass legislation, assist with drafting legislation	4	AR, KS, LA, OR
Legislator on Council has assisted greatly and is a very active participant	3	MO, PA, WY

39. Roles that the SICC has played in addressing personnel issues, such as shortages within specific disciplines and certification and credentialing, are described below:

SICC Roles in Addressing Personnel Issues	*N*	State
Actively participates in developing credentialing/certification process	16	AZ, AR, CT, DC, FL, IN, LA, MO, MT, NM, OH, OK, SC, VA, VT, VI
Worked closely with Higher Education Consortium on personnel preparation issues	5	GA, NV, OK, VT, WY
Identifying and tracking shortages in specific discipline, advocacy to increase funding to train and graduate more providers	3	AR, NE, NC
Members participate on CSPD committee	2	CT, OH
Review community college curriculum for paraprofessionals, survey paraprofessionals to determine training needs	2	CA, OR
Developing a plan for recruitment activities	2	ID, VI
Design and provision of provider training and technical assistance	2	AR, OK
Involved in developing a blended certificate for special education and regular education – Birth to 8	1	ID
Assist in child care personnel issues	1	KS

40. SICCs have played roles in facilitating transition and creating a seamless, birth through 5 system as follows: *(See also Sec. 303.653 Transitional services.)*

SICC Role in Facilitating Transition and Creating Seamless System	*N*	State
Have Task Force, committees, and work groups that address transition policies and guidelines	13	AR, CT, FL, GA, ID, IN, LA, NC, OH, OK, SC, TX, VT
Strong collaborative relationship with the State Department of Education, interagency agreements, connecting to Part B Advisory Council	10	AL, AZ, CO, MA, NM, OK, PA, TX, UT, VI
Created manuals, trainings and technical assistance, support to local providers	6	KS, MO, NJ, NC, SC, VT
Participate in self-assessment, family surveys	2	IA, MO
Council focuses on Birth to 5 populations	2	NH, OR

41. SICCs have played roles in supporting policies regarding Natural Environments:

SICC Role in Supporting Policies Regarding Natural Environments	*N*	State
Public awareness, advocacy, and support for service delivery in natural environments, everyday routines and activities	10	AL, AR, DC, GA, ID, IN, NV, NM, OK, VT
Self-assessment, policy development and implementation, continuous improvement process	8	AK, AZ, CO, IA, NE, OR, TX, VT
Stakeholder Task Force and committees to increase learning opportunities in natural environments and provision of services in natural environments	7	CT, FL, NJ, NC, OH, SC, VI
Manuals/guidelines, training and support to provide services	6	AZ, CA, DC, MO, SC, UT
Funding/policies to require natural environments	1	AZ
Work with child care workers to ensure quality	1	KS

42. Roles that the SICC has played in supporting effective, evidence-based practices in service delivery:

SICC Role in Supporting Effective Evidence-based Practices in Service Delivery	*N*	State
Dissemination of effective practice information, national presenters, training and technical assistance, send providers to relevant conferences	13	AK, CO, HI, IL, IN, IA, KS, MO, NC, OH, OR, VT, VI
Committees on ICC addressing effective practices, convened work groups to address	6	FL, IN, MA, NH, NM, TX
Self-assessment, monitoring, continuous improvement planning/process	5	CT, MO, OK, UT, VT
Drafted guidelines and recommendations	1	CA

43. SICCs have played roles in supporting best practices in the federal monitoring process:

SICC Role in Supporting Best Practices in the Federal Monitoring Process	*N*	State
ICC members on Steering Committee, very involved in self-assessment and improvement planning process	23	AK, AZ, CA, CO, CT, FL, GA, HI, ID, IN, IA, KS, MA, MO, NE, NV, NJ, OH, SC, TX, VA, VI, VT
Developed a community-based assessment monitoring system and piloted in 4 communities, revised tools and process will be implemented on 3 year cycle	1	NM

44. SICC major accomplishments are listed below:

SICC Major Accomplishments	*N*	State
Increased parent participation, parent leadership opportunities and support, strengthen family role	12	AZ, CO, FL, IA, NE, NV, OK, SC, UT, VA, VT, WY
Assist in getting funding, successful advocacy for Medicaid, insurance access	11	AK, AR, CT, FL, IL, KS, MT, NM, OR, UT, VA
Monitoring system and quality assurance, CIMP self-assessment and improvement planning, standards, annual report and annual goals	11	AR, ID, IL, IA, MA, NV, NJ, NM, OR, SC, TX
Personnel Development System, training curriculum, technical assistance documents, credentialing process	10	AZ, CA, CO, CT, ID, IL, KS, MO, NM, SC
Plan for child find and public awareness activities, early identification, Web sites, brochures, manuals, physician awareness	7	CA, IA, MO, MT, NC, VA, VT
Legislation advocacy	4	HI, KS, OK, OR
Natural Environment policies and implementation, guidelines, support	4	AZ, CA, CO, NJ
IFSP format, process, and training	3	AZ, MA, SC
Interagency collaboration for more comprehensive system	3	OR, PA, UT
Service Coordination Training	2	CO, NM
System redesign	2	LA, MO
Interagency agreements with Head Start	1	AZ
Revision of ICC By Laws	1	AR
Implementation of Performance	1	AR
Position Statement on child care	1	CA
Service guidelines	1	CT
Fact sheets	1	GA
Newborn hearing screening	1	ID
Annual planning process in collaboration with Lead agency	1	IN
Increased diversity of ICC	1	IA
Effective data system	1	NM
ICC expansion to embrace all 0-3 services	1	OH
Supported LICCs through retreats and newsletters	1	OR
Reorganization of local program funding and logistics	1	SD
Active Infant-Toddler Mental Health committee	1	UT

45. SICCs identified the following as the current issues and challenges:

Current Issues and Challenges related to the ICC	*N*	State
Consistent family participation on ICC, recruitment of parents of children 3 and under	5	AL, MO, OK, OR, TN
Increasing diversity on ICC	3	OH, TN, WY
Getting ICC appointments in timely manner, expanding membership	2	GA, VI
Consistent attendance on ICC	2	ID, VI
Change in leadership on ICC	1	IN
Developing subcommittees in budget crunch	1	OR
ICC role in CIMP compliance agreement	1	SC
CIMP, strategic implementation	1	VT

Current Issues and Challenges related to the Broader Early Intervention System	*N*	State
Funding challenges	21	AL, AK, AZ, AR, CO, CT, FL, ID, IN, KS, MA, MO, MT, NJ, NM, OK, OR, TX, UT, VT, VA
Increase collaboration with non traditional partners, MOUs, coordination of fragmented system of early childhood services	8	AL, CA, CO, DC, KS, TX, VT, WY
Natural Environments	5	FL, IL, NV, NJ, OH
Developing stronger infrastructure, keeping regional communities active, developing stronger links to LICCs	4	ID, IA, NE, VT
System redesign/changes	3	LA, MO, NC
Staff recruitment and retention, high turnover	2	MA, MT
Transitions	2	CA, OK
Legislation	2	DC, IN
Strategic planning and implementing plan	2	AR, IL
Child Find	1	AL
Coordinated cross-agency evaluation and monitoring system	1	AZ
Streamlining intake, eligibility, and IFSP process	1	AZ
Improved Public Awareness	1	AR
Increase access to services	1	CA
45 day timeline, timely provision of services	1	NV
Autism guidelines	1	NJ
Infant Mental Health services	1	NM
Potential changes in IDEA	1	TX
Improving quality of services	1	VT

46. Respondent's additional comments on roles and functions:

AK: The ICC has good partnership with lead agency.

MO: SICC will assume an increasingly expanded role that includes assisting lead agency in monitoring through member report and local efforts, task force/committee involvement, encouraging and assisting LICCs as much as possible.

MT: We work well and provide input to Developmental Disability program on issues in the state that affect kids services.

NM: We serve as an interagency forum for discussion of issues and sharing information about the early intervention system.

TN: We recently sent a team to the National Parent Leadership Conference and are preparing a plan to address issues above.

VA: ICC members are very active on committee work. New ICC members were appointed March 2003. ICC retreat is scheduled for Fall 2003.

VT: We sought long and hard to define "advise and assist" and came to the discovery that the definition was up to us. We have greatly increased our visibility, effectiveness and positive impact. As a result, we are where we thought we should be!

47 & 49. Characteristics of states' local or regional interagency coordinating councils:

		——— Age Focus ———				Geographic Areas Served			
State (*N*=26)	**No. of Local/Reg Councils**	**Birth thru 2** (*N*=16)	**Birth thru 5** (*N*=13)	**Birth thru 21** (*N*=1)	**Varies** (*N*=6)	**One County** (*N*=10)	**Multi-County** (*N*=17)	**Other** (*N*=11)	**Comments**
AL	7		✓				✓		
AZ	11	✓				✓	✓	✓*	*Depends on size/population of county
AR	16		✓				✓		
CA	Unknown*	✓	✓		✓				*State doesn't monitor
CO	32	✓	✓		✓	✓	✓		
CT	12		✓				✓*		*Self selected towns per LICC
FL	15	✓					✓		
GA	24	✓	✓		✓			✓*	*Local health districts
ID	7	✓	✓		✓		✓	✓*	*Geographic regions of lead agency
IL	44	✓				✓	✓	✓*	*County, multi-county, or multi zip code areas (in Chicago)
IN	92	✓				✓	✓		
IA	12	✓					✓		
KS	50				✓*			✓*	*Geographic area, age focus varies by location
MO	33	✓	✓		✓	✓	✓	✓*	*Several counties have combined to form LICCs usually based on population/natural flow of commerce
NE	29		✓					✓*	*Mixed geographic areas
NJ	4	✓					✓		Regional EI Councils (REIC)
NC	89 local, by 7/04, 18 regional		✓			✓	✓		System redesign
OH	88			✓		✓			County Collaborative Groups (CCG)
OR	34		✓			✓*	✓		*with 2-2 county combinations
PA			✓			✓	✓		
SC	12	✓					✓	✓*	*Health Districts
TN	9	✓						✓*	*9 districts of the state
VA	40	✓					✓		
VT	12	✓				✓		✓*	*Agency of Human Service Regions, often go beyond county lines
WA		✓							
WY	14		✓					✓*	*Regional areas

48. The structure and membership of the local/regional councils are similar to that of the SICC or are unique to localities:

Similar to SICC (N=15):
AL, AZ, AR, FL, ID, IL, IN, NE, NC, OR, SC, VA, WA

Unique to localities (N=12):
CA, CT, GA, IA, KS, OH, PA, TN, VT, WY

Local option to follow SICC model or develop own (N=2):
CO, MO

50. The primary roles and functions of these local and regional councils are:

State *(N=26)*	**Advocacy** (*N*=16)	**Client Program Planning** (*N*=3)	**Information Sharing** (*N*=25)	**Intake & Referral** (*N*=5)	**Input to SICC** (*N*=13)	**Public Aware-ness** (*N*=23)	**Services Planning & Devel.** (*N*=14)	**Staff Devel. & Training** (*N*=13)	**Transition Planning** (*N*=11)	**Other**
AL	✓		✓		✓	✓	✓	✓	✓	
AZ	✓		✓		✓	✓				Child Find
AR			✓		✓	✓		✓	✓	
CA			✓	✓			✓	✓		
CO	✓		✓			✓	✓			
CT	✓		✓		✓	✓			✓	
FL					✓	✓	✓	✓		
GA	✓		✓			✓	✓	✓	✓	
ID	✓		✓		✓	✓				
IL			✓			✓				*(see below)
IN			✓			✓	✓	✓	✓	
IA			✓		✓	✓		✓	✓	
KS	✓		✓			✓	✓	✓		
MO	✓		✓			✓			✓	Child Find
NE	✓		✓		✓	✓	✓	✓		
NJ	✓		✓			✓				Local network for providers
NC		✓**	✓	✓	✓	✓	✓	✓	✓	**(see below)
OH			✓	✓			✓		✓	Program Development
OR	✓		✓		✓	✓				Some have combined with EC system in counties
PA	✓	✓	✓			✓				
SC			✓			✓	✓		✓	
TN	✓		✓		✓	✓				
VA	✓		✓		✓	✓	✓			
VT			✓	✓		✓	✓	✓		
WA	✓	✓	✓	✓	✓	✓	✓	✓	✓	
WY	✓		✓					✓		

*IL: Coordinate child find/screening activities, conduct local needs assessment, develop strategies to address gaps in service delivery, develop plans and local interagency agreements for facilitation transition

**NC: Currently, but after the 18 regional councils are formed, local councils will not confirm child eligibility

51. SICCs provide the following support to local and regional councils:

State (*N*=23)	Financial Support (*N*=12)	Structure & Guidelines (*N*=13)	TA & Training (*N*=13)	Other
AL	✓	✓	✓	Local councils submit annual plan, for which we have developed format/content requirements
AZ	✓	✓	✓	
AR	✓	✓	✓	
CO				Lead Agency provides support
CT				Liaison to LICCs for information sharing
FL	✓	✓	✓	
GA	✓			State lead agency supports LICCs through a local lead agency
ID	✓	✓		
IL				State funds coordinators to facilitate local council activities
IN				Lead agency provides support
IA				Lead agency provides support
KS			✓	Training/Technical assistance
MO		✓	✓	Funding approved, but eliminated due to state budget
NE	✓	✓	✓	
NC	✓	✓		Mini grants, some guidelines
OH				Through policy development and program implementation
OR	✓	✓	✓	
PA			✓	Information sharing
SC		✓		
VT	✓	✓	✓	Working to strengthen all of these
VA	✓	✓	✓	
WA	✓		✓	
WY		✓	✓	

52. SICCs that provide financial support to the local or regional councils specify the following:

State (*N=11*)	Annual Funding Level	Describe Mechanism
AL	$7,000-9,000	Projects with local fiscal agents for each council
AZ	Funding level differs by region	Contractual agreement to provider agencies
AR	$1,000	Awarded to requesting LICC, by purchase order
CT		Participation in LICC events
FL	$12,000	Budget proposed/funds allocated
GA	$2,000 per district	Grant and aid to districts
ID	$3,000 per region plus staff support	(did not specify)
IL	$19,000	Payment is made to Child and Family Connections (CFC), $19,000 minimum plus $3,000 for each local council in the CFC area
NE	$350,000 state total	Number of children who qualify for Part C, distributed through application and grant award process
NC	mini grants	Application by LICC for grants, LICC committee of SICC awards grants
OR	$500 for each LICC	Funds flow through program contractors

53. States identified the following strategies used to enhance communication between the SICC and local and regional councils:

	Strategies for Communication Between SICC and Local/Regional Councils								
State *(N=25)*	**E-Mail** *(N=17)*	**Liaison Personnel** *(N=14)*	**News-letters** *(N=10)*	**Regional Meetings or Forums** *(N=10)*	**Local Council Reports at SICC Meeting** *(N=11)*	**Rotating SICC Meeting Sites** *(N=8)*	**Listservs** *(N=7)*	**Web Sites** *(N=12)*	**Other**
AL	✓	✓	✓	✓	✓				
AZ	✓	✓	✓		✓	✓	✓	✓	
AR	✓	✓			✓				
CA						✓			Community representation on the SICC
CO								✓	
CT		✓							Some members of SICC also participate in LICC meetings or chair an LICC
FL	✓	✓				✓			
ID	✓	✓		✓	✓			✓	
IL									Annually, local councils report to the ICC
IN	✓		✓	✓				✓	
IA	✓	✓	✓						
KS	✓	✓	✓	✓	✓		✓	✓	
MO	✓	✓			✓		✓	✓	Monthly/bimonthly meetings for LICC liaisons
NE			✓					✓	Gaps and Barriers Standing Committee is establishing communication mechanisms with local councils
NJ	✓	✓			✓				Joint meetings
NC	✓		✓		✓	✓	✓	✓	
OH									Lead agency sends communication to local councils
OR	✓		✓	✓			✓	✓	
PA	✓			✓	✓	✓			Video conferencing
SC									Area we are developing
TN	✓				✓		✓		
VA	✓	✓	✓	✓				✓	
VT	✓	✓		✓		✓		✓	
WA	✓	✓	✓	✓	✓	✓	✓	✓	
WY		✓		✓		✓			

54. Local councils provide the following support to help parents participate on local councils:

	Support for Parent Participation on LICCs								
State (*N*=23)	**Expenses Paid** (*N*=17)	**Travel Paid** (*N*=16)	**Child Care Paid** (*N*=14)	**Partici-pation Fee Paid** (*N*=8)	**Mentoring** (*N*=7)	**Retreats for Parents** (*N*=2)	**Workshops/ Orientation for Parents** (*N*=10)	**Written Manual for Parents** (*N*=3)	**Other**
AL	✓	✓		✓			✓	✓	
AZ	✓	✓	✓	✓					
CA									Varies by local council
CO	✓	✓	✓	✓	✓	✓	✓	✓	
CT	✓	✓	✓		✓		✓*		*Training events on topics of local interest
FL	✓	✓	✓				✓		
GA	✓	✓	✓				✓		Varies by LICC
ID	✓	✓	✓		✓				
IL									None common to all local councils
IN	✓	✓	✓	✓			✓		Locals provide this
IA	✓	✓	✓	✓	✓		✓		
KS									Varies by location
MO					✓				None, due to cut in state budgets and contracts difficult
NE	✓	✓	✓		✓	✓	✓		
NJ									Provided through REIC
NC	✓	✓	✓	✓			✓		
OH									Depends on the county
OR	✓	✓	✓		✓				
TN	✓	✓							Different by district
VA	✓	✓		✓*			✓	✓	* In some localities
VT	✓	✓	✓	✓					Most regions do these things, but again it varies
WA	✓	✓	✓						
WY	✓		✓						Held during dinner which is provided, child care

55. The following SICCs reported how they address issues raised at the local ICC level:

State *(N=20)*	Report at State ICC Meeting	Quarterly Updates	Other
AL	✓		
AZ	✓		Local representatives meet day before ICC meetings every other month
AR	✓		
CA			Community representatives on SICC
CO	✓		
CT			Reviews LICCs' annual reports
FL	✓		
IL			No format system in place
IN	✓		
KS	✓		
MO	✓		Lead agency action/interaction
NE			Address issues as sent to ICC in writing or through public comment
NJ	✓		
NC	✓	✓	Special reports or ad hoc committee formed to address
OR			Information/issues shared informally through members of the SICC. Have tried to address this through retreat trainings or presentations. Working on a more systematic and comprehensive manner.
PA	✓		
TN		✓ (in process)	
VA		✓	
VT	✓		Liaisons
WY	✓	✓	

56. Editor's summary of respondents' additional comments on local or regional ICCs:

- Holding quarterly meetings throughout state and visiting local centers (WY)
- Working on how to better support and communicate with regional councils (VT, SC)
- Need to increase membership on REICs (NJ)
- Without state financial support, LICCs are obtaining local financial support with varying success. This limits support they are able to provide parent members or participate in local efforts which require funding such as child find and provider recruitment. (MO)
- Local ICCs tend to get along in good times. When crisis occurs, they aren't prepared. (KS)
- Consistency (some are very strong, others are not) across 44 local councils is a problem, as is parent participation. (IL)
- We currently do not have a strong link between SICC and LICCs. This is an area of focus over the next few years. (GA)
- There is great variability currently with regard to effectiveness of local councils. A just published RFP with better-defined expectations and service requirements will help this improve. (AZ)

APPENDIX A: SICC Profile Questionnaire

Profile of State Interagency Coordinating Councils (ICCs)

Developed by NECTAC for the Council of ICC Chairs

Please answer each question as completely as possible. If a response requires more space than that provided, please attach additional sheets of paper, and refer to the question number.

Composition and Membership

1. What is the lead agency for Part C in your state or jurisdiction? _____

2. How many officially appointed members serve on your ICC? _____

3. Are there other regular participants in addition to official members? o Yes o No

   If yes, briefly explain their role: _____
   _____
   _____
   _____

4. How many officially appointed ICC members are representatives of the following categories: *(please specify number)*

   _____ Direct service providers
   _____ Legislators
   _____ Parents of children with disabilities
   - _____ Parents of a child under age 12
   - _____ Parents of a child under age 6

   _____ Personnel preparation
   _____ State education agency
   _____ State health agency
   _____ State human resources/social services agency
   _____ State insurance agency
   _____ Head Start
   _____ Child Care Agency
   _____ BIA, Indian Health Service, tribal council
   _____ Other: *(please describe)* _____
   _____
   _____

5. Do the agency representatives have sufficient authority to engage in policy planning and implementation on behalf of those agencies?
   _____ Yes _____ No

6. Do members have a specific term of service? If yes, what is it? _____

7. How are ICC members nominated for appointment by the governor? *(please check all that apply)*
   - o By the governor (in D.C., by the mayor)
   - o By the Part C lead agency
   - o By the ICC
   - o Other: *(please describe)* _____
   _____
   _____

8. Please describe the appointment process for your ICC?
   _____
   _____
   _____

9. How are ICC members oriented to the ICC and Part C? *(please check all that apply)*
   - o Mentoring
   - o Orientation manual
   - o Other written materials
   - o Retreat
   - o Workshop
   - o Other: *(please describe)* _____
   _____
   _____

10. Please provide any additional comments on the composition and membership of your ICC: _____
    _____
    _____
    _____
    _____

Parent Participation

11. What special provisions are made to help parents participate? *(please check all that apply)*
    - o Expenses paid:
      - o Travel o Child care o meals o lodging
    - o Stipend paid for participation
    - o Mentoring
    - o Retreats for parents
    - o Training workshops and orientation for parents
    - o Written manual for parents
    - o Other: *(please describe)* _____
    _____

    Are travel arrangements made by the lead agency? _____

    Are expenses prepaid? _____

Continued

Parent Participation, *continued*

Please comment on what has been especially helpful in your ICC's support of parent participation: _____

12. How are parent members recruited for appointment to the ICC? *(please check all that apply)*

- o Announcements at meetings
- o Newsletters
- o Nomination by agencies or service providers
- o Nomination by parent organizations
- o Public notices
- o Word of mouth, informal network
- o Other: *(please describe)* _____

Please comment on especially successful parent recruitment strategies: _____

13. Does a parent's role on the ICC differ from an agency representative's role? o Yes o No

If yes, briefly explain their role: _____

14. Are alternate or substitite parents appointed/approved? _____

15. Please provide any additional comments on parent participation in your ICC: _____

Strategies for Outreach to Underserved Populations

16. Has your ICC successfully recruited representatives of underserved populations to serve on or participate in:

- o The officially appointed ICC
- o ICC committees
- o ICC task forces
- o Other ICC activities: *(please describe)* _____

17. What types of seats do representatives of underserved populations occupy?

_____Agency
_____Parents
_____Direct service providers
_____Other: *(please describe)* _____

18. Please describe successful strategies to recruit representatives of underserved populations: _____

19. Please provide any additional comments on ICC outreach efforts to underserved populations: _____

Structure and Organization of the State ICC

20. What is the specific age focus of the ICC?

- o Birth through 2
- o Birth through 5
- o Birth through 21
- o Other: *(please specify)* _____

21. How often does the entire ICC meet?

- o Monthly
- o Quarterly
- o Other: *(please describe)* _____

22. Where in the state does the ICC meet? _____
Does it rotate meeting sites? _____

Structure and Organization ***continued***

23. Does the ICC have a regularly scheduled retreat?

    o Yes o No

24. What is the length of retreat? _____

25. In addition to regularly scheduled meetings, how does your ICC conduct business? *(please check all that apply)*

    - o Additional in-person meetings
    - o Conference calls
    - o Electronic mail
    - o Interactive television
    - o Mail survey or questionnaire
    - o Listserv
    - o Committees or Task Forces
    - o Other: *(please describe)* _____

26. Does your ICC have paid, dedicated staff (i.e. at least 50% on ICC work)? o Yes o No

    If yes, how many staff does it have?

    _____

    Where is this staff housed?

    - o Part C lead agency
    - o Other agency: *(please specify)* _____

    Who provides funds for this staff?

    - o Part C lead agency
    - o Combination of agencies
    - o Other: *(please specify)* _____

    What services do the staff provide to the ICC? _____

27. Who develops the agenda for ICC meetings?

    - o Lead agency
    - o ICC Chair
    - o ICC Staff
    - o Steering Committee
    - o Other: *(please describe)* _____

28. What items are included on a typical agenda? *(please describe)* _____

29. What are the task forces/committees on your ICC? What are the purposes of these groups?

Task Force/Committees	Purpose

30. Are annual workplans developed by:

ICC?	o Yes	o No
Committees?	o Yes	o No
Task forces?	o Yes	o No

31. Does the ICC develop long-term goals?

    o Yes o No

    If yes, how do they relate to the long-term goals of the early intervention program? _____

32. Does your ICC have an annual budget?

    o Yes o No

    If yes, what does this cover? _____

Structure and Organization ***continued***

33. Check which of the following documents your ICC has and whether or not copies are available to share with other ICCs, and provide their titles: If they are online, please provide URL.

	Have	*Available to share*
Mission statement	o	o
Procedure manual	o	o
Orientation manual	o	o
By Laws	o	o
Brochure	o	o
Other	o	o

34. Please provide any additional comments on the structure and organization of the ICC:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Roles and Functions

35. What are the primary functions of the ICC in its role of advising and assisting the lead agency? *(check only the top five functions)*
    - o Administer the Part C grant
    - o Assist in developing the state Part C program budget
    - o Assist locals with policy implementation
    - o Develop and implement policy
    - o Develop and monitor interagency agreements
    - o Ensure a seamless, birth-through-5 system
    - o Evaluate effectiveness of policies and programs
    - o Fund projects, studies, pilots and/or programs
    - o Generate more public, private, and/or local funding
    - o Monitor program quality and consumer satisfaction
    - o Oversee local ICCs
    - o Prepare the annual report to the Governor
    - o Represent constituencies
    - o Resolve state-level interagency disputes
    - o Other: *(please describe)* _____
    _____
    _____

36. Has the ICC's primary role changed during the past 10 years? o Yes o No

    If yes, how has it changed? _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____

37. What has been the ICC's role in generating more public, private, and local funding for early intervention?

    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____

38. What has been the ICC's role in influencing legislation?

    _____
    _____
    _____
    _____
    _____
    _____
    _____

39. What role does the ICC play in addressing personnel issues, such as shortages within specific disciplines and certification and credentialling?

    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____

40. What role does the ICC play in facilitating transition and creating a seamless, birth through 5 system?

    _____
    _____
    _____

41. What role does the ICC play in supporting policies regarding Natural Environments?

    _____
    _____
    _____
    _____
    _____

Roles and Functions *continued*

42. What role does the ICC play in supporting effective, evidence-based practices in service delivery?

_____
_____
_____
_____
_____
_____

43. What role does the ICC play in supporting best practices in the federal monitoring process?

_____
_____
_____
_____
_____
_____

44. Please list major accomplishments of your ICC over the last five years or so:

_____
_____
_____
_____
_____
_____

45. Please briefly describe the current issues and challenges facing your ICC.

_____
_____
_____
_____
_____
_____
_____

46. Please provide any additional comments on the roles and functions of the ICC.

_____
_____
_____
_____
_____
_____

Local or Regional Councils

47. Does your state have local or regional interagency councils? o Yes o No

    If yes, how many? _____

    Which geographic areas do they serve?

    - o One county
    - o Multicounty
    - o Other: *(please describe)* _____

    _____
    _____

48. What is the structure and menbership of these local/ regional councils?

    - o Similar to state ICC
    - o Unique to localities: *(please describe)* _____

    _____
    _____

49. What is the age focus of the local/regional councils?

    - o Birth through 2
    - o Birth through 5
    - o Birth through 21
    - o Other: *(please describe)* _____

    _____

50. What are the primary roles and functions of these local/ regional councils (check the top *5*):

    - o Advocacy
    - o Individual client program planning
    - o Information sharing
    - o Intake and referral
    - o Provide input to the State ICC
    - o Public Awareness
    - o Services planning/development
    - o Staff development and training
    - o Transition planning
    - o Other: *(please describe)* _____

    _____

51. How does the state ICC support the local or regional councils? *(check all the apply)*

    - o State provides financial support
    - o State provides structure and guidelines
    - o State provides technical assistance and training
    - o Other: *(please describe)* _____

    _____
    _____

Local or Regional Councils ***continued***

52. If the state ICC provides financial support to the local or regional councils please:
    Specify the annual funding level: _____
    _____

    Describe the mechanism for transferring funds:
    _____
    _____

53. What strategies do you use to enhance communication between the state ICC and local or regional councils?
    - o Electronic mail
    - o Liaison personnel
    - o Newsletters
    - o Regional meetings or forums
    - o Reports by local council at the state ICC meeting
    - o Rotating meeting sites of the state ICC
    - o Listserv
    - o Web sites
    - o Other: *(please describe)* _____
      _____

54. What supports are provided to help parents participate on local councils?
    - o Expenses paid
      - o Travel o Child care
    - o Fee paid for participation
    - o Mentoring
    - o Retreats for parents
    - o Training workshops and/or orientation for parents
    - o Written manual for parents
    - o Other: *(please specify)* _____
      _____
      _____
      _____

55. How does the State ICC address issues raised at the local ICC level?
    _____ Report at State ICC meeting
    _____ Quarterly updates
    _____ Other

56. Please provide any additional comments on local or regional councils.
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____

Finally, what topics would you like to have discussed at the ICC National Meeting and in what format?
_____
_____
_____
_____
_____
_____

Please confirm/correct the contact information on the state page enclosed. In particular, we want to add your Web site if you have one and it is not shown.

Form completed by:

Name _____ ***Title*** _____
Phone _____ ***Date*** _____

Names of others in your state who contributed to/collaborated on this questionnaire:

_____ _____
_____ _____

Please return only one form for your state in the enclosed self-addressed envelope no later than **June 15, 2003**.

APPENDIX B: Contact List of SICC Chairs

(current as of August 2004)

Alabama

Glenn Harger, ICC Chair
United Cerebral Palsy of Mobile
3058 Dauphin Square Connector
Mobile, AL 36607
Phone: (334) 479-4900
Fax: (334) 479-4998
Email: gharger1947@aol.com

Alaska

Beth Edmans, ICC Chair
Challenge Alaska
3350 Commercial Drive, Suite 208
Anchorage, AK 99501
Phone: (907) 344-7399
Fax: (907) 344-7349
Email: challenge.admin@acsalaska.net
Website: www.challenge.ak.org

American Samoa

Maryann Tulafano, ICC Chair
LBJ Tropical Medical Center
American Samoa Hospital Authority
Government of American Samoa
Pago Pago, AS 96799
Phone: (684) 633-4929
Fax: (684) 633-2167

Arizona

DeAnn Davies, ICC Chair
Healthy Steps Program Coordinator
Phoenix Children's Hospital
Outpatient Specialty Care,
General Pediatrics
1919 East Thomas Road
Phoenix, AZ 85016
Phone: (602) 546-0236
Email: ddavies@phxchildrens.com

Maria Bravo, ICC Vice Chair
1634 South Santa Cruz Lane
Tucson, AZ 85713-1424
Phone: (520) 885-1528
Fax: (520) 745-1257
Email: mariabravo@mindspring.com

Arkansas

Ruth Castleberry, ICC Chair
PO Box 10508
Conway, AR 72033
Phone: (501) 329-2164
Fax: (501) 329-2113
Email: fcds01@conwaycorp.net

California

Raymond Peterson, ICC Chair
San Diego-Imperial Counties
Development Services, Inc.
4355 Ruffin Road, Suite 206
San Diego, CA 92123-1648
Phone: (858) 576-2932
Fax: (858) 576-2873

Colorado

Donna Batkis, ICC Co-Chair
Pam Christy, ICC Co-Chair
c/o Colorado Department of Education
201 East Colax Avenue
Denver, CO 80203
Phone: (303) 866-6710 (Batkis)
Fax: (303) 866-6662
Email: dbatkis@hotmail.com
Email: pkchristy@earthlink.net
Website: www.cde.state.co.us/
earlychildhoodconnections/cicc.htm

Connecticut

Laurel Ross, Acting ICC Chair
ARC Youth Division
132 East Putnam Avenue
Cos Cob, CT 06807
Phone: (203) 629-1880 x132
Fax: (203) 629-4390
Email: ross@arcgreenwich.org

Delaware

Beth MacDonald, ICC Chair
35 West Fairfield Drive
Dover, DE 19901
Phone: (302) 697-1976
Fax: (302) 698-1778
Email: bmacdonfv@juno.com

District of Columbia

Ruby Gourdine, ICC Chair
School of Social Work
Howard University
601 Howard Place NW
Washington, DC 20059
Phone: (202) 806-4733
Fax: (202) 387-4309

Florida

Ilene Wilkins, President/CEO
United Cerebral Palsy of Florida
3305 South Orange Avenue
Orlando, FL 32806
Phone: (407) 852-3303
Fax: (407) 852-3301
Email: iwilkins@aol.com

Georgia

Cynthia Vail, ICC Chair
Department of Special Education
University of Georgia
570 Aderhold Hall
Athens, GA 30602
Phone: (706) 542-4578
Fax: (706) 542-2929
Email: cvail@coe.uga.edu
Website: www.health.state.ga.us/
programs/bcw/icc.shtml

Guam

Mamie Balajadia, ICC Chair
PO Box 12061
Tamuning, GU 96931
Phone: (671) 632-6263
Fax: (671) 646-4058
Email: mamieb@tniguam.com

Hawaii

Jennifer Schember-Lang, ICC Chair
Learning Disabilities Association of Hawai'I
200 North Vineyard Boulevard, Suite 310
Honolulu, HI 96817
Phone: (808) 536-9684
AltPhone1: (808) 537-6780
Email: jschember-lang@ldahawaii.org

Idaho

Mary Dunne, ICC Chair
Idaho School for the Deaf and Blind
1450 Main Street
Gooding, ID 83330
Phone: (208) 934-4457
Fax: (208) 934-8352
Email: mdunne@isdb.state.id.us

Lisa Richards-Evans, ICC Vice Chair
Region 1 IPUL Parent
Education Coordinator
2025 St. Estephe Court
Hayden, ID 83835
Phone: (208) 762-3484
Email: lisarevans@aol.com

Illinois

Anne Shannon, ICC Chair
Aspire of Illinois
9901 Derby Lane
Westchester, IL 60154
Phone: (708) 547-3597
Fax: (708) 547-4067
Email: anneshannon@aspireofillinois.org

Indiana

Valerie Strohl, ICC Chair
755 Sugarbush Drive
Zionsville, IN 46077
Phone: (317) 733-0706
Email: strohl8@aol.com

Iowa

Georgia Woodward, ICC Chair
202 2nd Street South East
Altoona, IA 50009
Phone: (515) 967-5622
Email: georgwood@mchis.com

Kansas

Ellen Mellard, ICC Chair
Northeast Kansas Education Service
PO Box 320
Lecompton, KS 66050
Phone: (785) 887-6711
Email: emellard@nekesc.org

Kentucky

Lee Ann Jung, ICC Chair
University of Kentucky
124 Taylor Education Building
Lexington, KY 40506-0001
Phone: (859) 257-7905
Fax: (589) 257-1325
Email: ljung@uky.edu

Louisiana

Senator Willie Mount, ICC Chair
PO Box 3004
Lake Charles, LA 70602
Phone: (337) 491-2016
Fax: (337) 433-8080
Email: lasen27@legis.state.la.us
Website: www.gov.state.la.us/sicc/sicc/sicc/sicchome.asp

Maine

Jean Eaton, ICC Chair
CDS Lincoln County
PO Box 1114
Damariscotta, ME 04543-1114
Phone: (207) 563-1411
Fax: (207) 563-6312

Maryland

Donna Njoku, ICC Co-Chair
12624 Trotwood Court
Beltsville, MD 20725
Phone: (301) 419-2471
Fax: (410) 859-5301
Email: donnanjok1@aol.com

Linda Ramsey, ICC Co-Chair
Friends of the Family
1001 Eastern Avenue, 2nd Floor
Baltimore, MD 21202-4364
Phone: (410) 659-7701
Fax: (410) 783-0814
Email: lremsey@friendsofthefamily.org
Website: www.friendsofthefamily.org

Massachusetts

Barbara Prindle Eaton, ICC Chair
Cape Cod and Islands Early Childhood Intervention Program
83 Pearl Street
Hyannis, MA 02601
Phone: (508) 775-6240
Fax: (508) 790-4774
Email: bpeaton@cccdp.org

Michigan

Mac Miller, ICC Chair
Livingston County CMH Services
2280 East Grand River
Howell, MI 48843
Phone: (517) 546-4126
Fax: (517) 546-1300
Email: macmiller@cmhliv.org

Minnesota

Dawn Bly, ICC Chair
704 Third Street NE
Fosston, MN 56542
Phone: (218) 435-1909 (Work)
Phone: (218) 435-6060 (Home)
Email: blyfam@gvtel.com

Mississippi

Louis Aldridge, ICC Co-Chair
PO Box 2611
Tupelo, MS 38803-2611
Phone: (601) 842-3569
Email: laldridge@dixie-net.com

Hillman Frazier, ICC Co-Chair
2066 Queensroad Avenue
Jackson, MS 39213
Phone: (601) 359-3453
Email: hfrazier@mail.lbo.state.ms.us

Missouri

Valerie Lane, Director
Family and Child Development
600 East 14th Street
Sedalia, MO 65301
Phone: (660) 826-4400
Fax: (660) 826-4420
Email: vlane@chs-mo.org

Elizabeth Spaugh, ICC Co-Chair
7680 Meadowbrook Land
Barnhart, MO 63012
Phone: (636) 461-0324
Email: elizabethspaugh1@msn.com

Montana

Kelly Johnson, ICC Chair
T-214 Fort Missoula Road
Missoula, MT 59804
Phone: (406) 755-2425
Fax: (406) 755-2426
Email: kjohnson@wmcdc.org

Nebraska

Lea Ann Johnson, ICC Chair
Lincoln Public Schools
5900 O Street
Lincoln, NE 68510
Phone: (402) 436-1964
Fax: (402) 441-4883
Email: ljohns2@lps.org

Nevada

Keith Allred, ICC Chair
Office of Elementary
and Secondary Education
Special Education and School Improvement
700 East 5th Street, Suite 113
Carson City, NV 89701
Phone: (775) 687-9170
Fax: (776) 687-9123
Email: kallred@nsn.k12.nv.us

New Hampshire

Deborah Bennis, ICC Chair
31 Plumer Road
Epping, NH 03042
Phone: (603) 679-1453
Email: bennistrio@aol.com

New Jersey

William Agress, ICC Chair
32 Pagoda Court
Lawrenceville, NJ 08648
Phone: (609) 895-0099
Fax: (609) 895-9592
Email: njsicc@aol.com

Antoinette Spiotta, ICC Vice Chair
517 Watchung Avenue
Bloomfield, NJ 07003
Phone: (973) 655-4255
Fax: (973) 655-5155
Email: spiottaa@mail.montclair.edu

New Mexico

Matthew Nelson, ICC Chair
709 Board Street
Truth or Consequences, NM 87901
Phone: (505) 894-0717
Email: nelsons@riolink.com

New York

Thomas Roach, ICC Chair
Ulster County Social Services
7 Cicero Avenue
New Paltz, NY 12561
Phone: (914) 255-1713
Fax: (914) 255-3202
Email: troa12@aol.com

North Carolina

Azell Reeves, ICC Co-Chair
PO Box 36324
Greensboro, NC 27416-6324
Phone: (336) 256-2062
Fax: (336) 334-7674
Email: reevesi@ncat.edu
Website: www.ncei.org/ei/ncicc.html

Cheryl Mulloy, ICC Co-Chair
8405 C Streamview Drive
Huntersville, NC 28078
Phone: (704) 894-9885
AltPhone1: (828) 734-9411
Email: cmulloy@eastersealsucp.com
Website: www.ncei.org/ei/ncicc.html

North Dakota

Peg Crane, ICC Chair
P. O. Box 264
Mott, ND 58646
Phone: (701) 824-2871
Email: pdcrane@ctctel.com

Roxane Romanick, ICC Vice Chair
616 Crescent Lane
Bismarck, ND 58501
Phone: (701) 258-7421
Email: romanick@bis.midco.net

Northern Mariana Islands

Thomas Camacho, ICC Chair
CNMI Public School System
PO Box 502565
Saipan, MP 96950-2565
Phone: (670) 664-7000
Fax: (670) 664-7030
Email: tcamacho@cnmiddcouncil.org
Website: www.cnmiddcouncil.org/

Ohio

Kimberly Christensen, ICC Co-Chair
503 McKinley Drive
Bowling Green, OH 43402
Phone: (419) 372-7299
Email: kchris@bgnet.bgsu.edu

Sonya Oppenheimer, ICC Co-Chair
Cincinnati Center for
Developmental Disorders
3333 Burnet Avenue
Cincinnati, OH 45229-3039
Phone: (513) 636-8383
Email: oppes0@chmcc.org

Oklahoma

Candye Chavez, ICC Chair
PO Box 12501
Oklahoma City, OK 73157-2501
Phone: (405) 789-4350 x2049
Fax: (405) 789-1662
AltPhone1: (405) 771-3185
Email: cchavez@putnamcityschools.org

Oregon

Pamela Deardorff, ICC Chair
Teaching Research Division
Western Oregon University
345 North Monmouth Avenue
Monmouth, OR 97361-1314
Phone: (503) 838-8780
Fax: (503) 838-8150
Email: deardop@wou.edu

Palau

Gillian Johannes, ICC Chair
Special Education Advisory Council
Republic of Palau
PO Box 716
Koror, Palau, PW 96940
Phone: (680) 488-2318
Fax: (680) 488-1211
AltPhone1: (680) 587-3632

Pennsylvania

Sarah Holland, ICC Co-Chair
416 East Ross Street
Lancaster, PA 17602
Phone: (717) 397-4015 x109
Email: sholland@gotoskn.org

Janice Matthew, ICC Co-Chair
577 Thorncliffe Drive
Pittsburgh, PA 15205
Phone: (412) 323-3960
Email: drjmatthew@aol.com

Puerto Rico

Ana Navarro, ICC Chair
Calle Francisco Sein #503
Floral Park
Hato Rey, PR 00917
Phone: (787) 759-6546
Fax: (787) 759-6719

Rhode Island

Dawn Wardyga, ICC Chair
Rhode Island Parent Information Network
175 Main Street
Pawtucket, RI 02860
Phone: (401) 727-4144 x158
Fax: (401) 727-4040
Email: familyvoices@ripin.org
Website: www.ripin.org/

South Carolina

Norma Donaldson-Jenkins, ICC Chair
Programs for Exceptional Children
State Department of Education
Rutledge Building
1429 Senate Street
Columbia, SC 29201
Phone: (803) 734-8811
Fax: (803) 734-4824
Email: njenkins@sde.state.sc.us

Michael Jameson, ICC Vice Chair
211 Shelton Drive
Spartanburg, SC 29307
Phone: (864) 579-7640
Email: mej1965@att.net

South Dakota

Rosalyn Goodwin, ICC Chair
1608 East Cedar Court
Brandon, SD 57005
Phone: (605) 558-2635
AltPhone2: dpg@alliancecom.net

Tennessee

Lynne Harmon, ICC Chair
Parent-Child Services Group, Inc.
Suite 180 South
1225 East Weisgarber Road
Knoxville, TN 37909
Phone: (865) 584-5558 x101
Fax: (865) 584-6607
Email: lynneh@parent-childservices.com

Texas

Joy Elliott, ICC Parent Chair
3840 N. Hulen Street
Fort Worth, TX 76107
Phone: (817) 569-4354
Email: jelliott@mhmrtc.org

Utah

Barbara J. Fiechtl, ICC Chair
UMC 2865, Department
of Special Education
Utah State University
Logan, UT 84322-2865
Phone: (435) 797-3258
Fax: (435) 797-3572
Email: bjfic@cc.usu.edu

Vermont

Terri Edgerton, ICC Co-Chair
Rutland County Parent Child Center
61 Pleasant Street
Rutland, VT 05701
Phone: (802) 775-9711
Email: rcpcc@bluemoo.et

Pam McCarthy, ICC Co-Chair
Family Center of Northwestern Vermont
27 Lower Newton Street
St. Albans, VT 05478
Phone: (802) 524-6574 X219
Email: pmccarthy@ncssinc.org

Ginger Potwin, ICC Co-Chair
87 Radio Drive
Randolph, VT 05060
Phone: (802) 728-6216
Email: gpotwin@innevi.com

Virgin Islands

Steve Hunte, ICC Chair
PO Box 4413
St. Thomas, VI 00803
Phone: (340) 777-9550
Fax: (340) 776-1535
Email: shunte@abartapub.com

Maureen Moorehead, ICC Vice Chair
PO Box 5622
St. Croix, VI 00823
Phone: (340) 773-7997
Fax: (340) 773-4640
Email: mmooreh@viaccess.net

Virginia

Brenda Laws, ICC Chair
Parent Infant Program on the Shore
15150 Merry Cat Lane
PO Box 70
Belle Haven, VA 23306
Phone: (757) 442-7599
Fax: (757) 442-4578
Email: luvdoves@intercom.net

Washington

Bonnie Sandahl, ICC Chair
Seattle Children's Home
2142 Tenth Avenue West
Seattle, WA 98119
Phone: (206) 298-9679
Fax: (206) 284-7843
Email: bsandahl@seattlechildrenshome.org

West Virginia

Gail Foley, ICC Chair
Route 1, Box 631
Greenwood, WV 26415
Phone: (304) 873-1834
Email: gfoley@iolinc.net

Wisconsin

Sandra Butts, ICC Chair
Milwaukee County
Developmental Disabilities
235 North Galena Street
Milwaukee, WI 53212
Phone: (414) 289-5944
Fax: (414) 289-8570
Email: sbutts@milwcnty.com

Wyoming

Dorothy Ailes, ICC Chair
Children's Special Health Services
4020 House Avenue
Cheyenne, WY 82002
Phone: (307) 777-7941
Email: dailes@state.wy.us

APPENDIX C: Contact List of SICC Staff

(current as of August 2004)

Alaska

Judith Bendersky
ICC Staff
Governor's Council on Disabilities
and Special Education
3601 C Street, Suite 740
PO Box 240249
Anchorage, AK 99524-0249
Phone: (907) 269-8994
Fax: (907) 269-8995
Email: judith_bendersky@health.state.ak.us

Arizona

Art Puig
Program Reviewer
Department of Economic Security
1717 West Jefferson, SC 801A-6
Phoenix, AZ 85005
Phone: (602) 542-5589
Fax: (602) 542-5552
Email: azeip@rocketmail.com

California

Cheri Schoenborn
Chief, Early Start State Services Section
Early Start
Children and Family Services Branch
Department of Developmental Services
1600 9th Street, MS:3-12
Sacramento, CA 95814
Phone: (916) 654-2767
Fax: (916) 654-3255
Email: cschoenb@dds.ca.gov
Website: www.dds.ca.gov/EarlyStart/
main/ESHome.cfm

Connecticut

Eileen McMurrer
Coordinator
CT Birth to Three System
460 Capitol Avenue
Hartford, CT 06106-6134
Phone: (860) 418-6134
Fax: (860) 418-6003
Email: eileen.mcmurrer@po.state.ct.us
Website: www.birth23.org

Florida

K. Renee Jenkins
ICC Staff
CMS Infants & Toddlers EI Program
4052 Bald Cypress Way, Bin #A06
Tallahassee, FL 32399-1707
Phone: (850) 245-4444 x2233
Fax: (850) 414-7350
Email: renee_jenkins@doh.state.fl.us

Georgia

Ethel Curtis
ICC Staff
Babies Can't Wait Program
Division of Public Health,
Family Health Branch
Department of Human Resources
2 Peachtree Street, NE, Room 11-204
Atlanta, GA 30303-3186
Phone: (404) 463-3474
Fax: (404) 657-2763
Email: edcurtis@dhr.state.ga.us

Indiana

Jan Bledsoe
ICC Staff
1802 Mace Drive
Indianapolis, IN 46229
Phone: (317) 894-0818
Email: jbledsoe@child-dev.com
Fax: (317) 894-8577

Iowa

Kay Leeper
ICC Facilitator
Early ACCESS
University of Iowa Hospitals and Clinics
1407 Independence, 4th Floor
Waterloo, IA 50703
Phone: (319) 291-2690 X284
Email: kleeper@cfu.net
Fax: (319) 291-2659

Kansas

Doug Bowman
ICC Executive Coordinator
Infant Toddler Program
Department of Health and Environment
1000 SW Jackson, Suite 220
Topeka, KS 66612-1274
Phone: (785) 296-1294
Fax: (785) 296-8616
Email: dbowman@kdhe.state.ks.us

Kentucky

Germaine O'Connell
Acting Part C Coordinator
Child Development Section
CHS - Department for Public Health
275 East Main Street, HS2GW-B
Frankfort, KY 40621
Phone: (502) 564-2154 x3763
Fax: (502) 564-8389
Email: germaine.o’connell@ky.gov
Website: www.chs.ky.gov/publichealth/firststeps%202004/

Louisiana

Janie Martin
Executive Director
State Interagency Coordinating Council
Office of the Governor
PO Box 1509
Baton Rouge, LA 70821-1509
Phone: (225) 219-7560
Fax: (225) 219-7561
Email: janie.martin@gov.state.la.us
Email: lremsey@friendsofthefamily.org
Website: www.friendsofthefamily.org

Massachusetts

Darla Gundler
ICC Staff
Department of Public Health
23 Service Center
Northhampton, MA 01060
Phone: (413) 586-7525 x1157
Fax: (413) 784-1037
Email: darla.gundler@state.ma.us

Michigan

Teresa Marvin
Parent Representative
117 South East Street
Portland, MI 48875
Phone: (517) 241-9886
Email: marvint@michigan.gov
Fax: (517) 335-7789

Minnesota

Jan Rubenstein
Part C Coordinator
State Department of Education
Special Education Policy
1500 Highway 36 West
Roseville, MN 55113-4266
Phone: (651) 582-8436
Fax: (651) 582-8494
Email: jan.rubenstein@state.mn.us
Website: education.state.mn.us/html/intro_speced_eci.htm

New Mexico

Suzanne Pope
ICC Coordinator/ Chief Liaison
Family Infant Toddler Program
New Mexico Department of Health
191 Rincon Loop
Tijeras, NM 87059
Phone: (505) 286-1030
Fax: (505) 286-1032
Email: supope@msn.com

North Carolina

Karen Chester
Executive Director
NC-ICC
Program Development Branch,
Division of Child Development
319 Chapanoke Road
PO Box 29553
Raleigh, NC 27626-0553
Phone: (919) 662-4543 x278
Fax: (919) 662-4568
Email: karen.chester@ncmail.net

Ohio

Janice Anders
ICC Staff
Early Intervention Council Coordinator
Department of Health
246 North High Street, 5th Floor
PO Box 118
Columbus, OH 43266-0118
Phone: (614) 466-6251
Fax: (614) 728-9163
Email: janders@gw.odh.state.oh.us

South Carolina

Joann Moton
ICC Director
Bureau of Maternal & Child Health
Department of Health and
Environmental Control
Mills/Jarrett Complex
PO Box 101106
Columbia, SC 29201
Phone: (803) 898-0428
Fax: (803) 898-0613
Email: motonjo@columb61.dhec.state.sc.us
Website: www.scdhec.net/babynet

Virginia

Cori Hill
ICC Staff and EI Training Specialist
Infant & Toddler Connection of VA
Department of Mental Health,
Mental Retardation
Jefferson Building
1220 Bank Street, Box 1797
Richmond, VA 23218-1797
Phone: (540) 943-6776
Fax: (540) 943-6776
Email: corihill@ntelos.net
Website: www.infantva.org

APPENDIX D: Regulations Under IDEA for SICCs

The complete text of the Department of Education regulations governing the implementation of the SICC component of the Early Intervention Program for Infants and Toddlers with Disabilities (Part C) of the Individuals with Disabilities Education Act (IDEA) Amendments of 1997[1].

PART 303 – EARLY INTERVENTION PROGRAM FOR INFANTS AND TODDLERS WITH DISABILITIES

Subpart G—State Interagency Coordinating Council

General

Sec. 303.600 Establishment of Council.

(a) A State that desires to receive financial assistance under this part shall establish a State Interagency Coordinating Council.

(b) The Council must be appointed by the Governor. The Governor shall ensure that the membership of the Council reasonably represents the population of the State.

(c) The Governor shall designate a member of the Council to serve as the chairperson of the Council or require the Council to do so. Any member of the Council who is a representative of the lead agency designated under Sec. 303.500 may not serve as the chairperson of the Council.

(Approved by the Office of Management and Budget under control number 1820-0550)

(Authority: 20 U.S.C. 1441(a))

Note: To avoid a potential conflict of interest, it is recommended that parent representatives who are selected to serve on the Council not be employees of any agency involved in providing early intervention services.

It is suggested that consideration be given to maintaining an appropriate balance between the urban and rural communities of the State.

[1]Early Intervention Program for Infants and Toddlers with Disabilities Rule, 34 C.F.R. §§303.600 — 306.654 (2001).

Sec. 303.601 Composition.

(a) The Council must be composed as follows:

(1)(i) At least 20 percent of the members must be parents, including minority parents, of infants or toddlers with disabilities or children with disabilities aged 12 or younger, with knowledge of, or experience with, programs for infants and toddlers with disabilities.

(ii) At least one member must be a parent of an infant or toddler with a disability or a child with a disability aged six or younger.

(2) At least 20 percent of the members must be public or private providers of early intervention services.

(3) At least one member must be from the State legislature.

(4) At least one member must be involved in personnel preparation.

(5) At least one member must--

(i) Be from each of the State agencies involved in the provisions of, or payment for, early intervention services to infants and toddlers with disabilities and their families; and

(ii) Have sufficient authority to engage in policy planning and implementation on behalf of these agencies.

(6) At least one member must—

(i) Be from the State educational agency responsible for preschool services to children with disabilities; and

(ii) Have sufficient authority to engage in policy planning and implementation on behalf of that agency.

(7) At least one member must be from the agency responsible for the State governance of health insurance.

(8) At least one member must be from a Head Start agency or program in the State.

(9) At least one member must be from a State agency responsible for child care.

(b) The Council may include other members selected by the Governor, including a representative from the BIA or, where there is no school operated or funded by the BIA, from the Indian Health Service or the tribe or tribal council.
(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(b))
[58 FR 40959, July 30, 1993, as amended at 63 FR 18296, Apr. 14, 1998]

Sec. 303.602 Use of funds by the Council.

(a) General. Subject to the approval of the Governor, the Council may use funds under this part--

(1) To conduct hearings and forums;

(2) To reimburse members of the Council for reasonable and necessary expenses for attending Council meetings and performing Council duties (including child care for parent representatives);

(3) To pay compensation to a member of the Council if the member is not employed or must forfeit wages from other employment when performing official Council business;

(4) To hire staff; and

(5) To obtain the services of professional, technical, and clerical personnel, as may be necessary to carry out the performance of its functions under this part.

(b) Compensation and expenses of Council members. Except as provided in paragraph (a) of this section, Council members shall serve without compensation from funds available under this part.
(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1438, 1441 (c) and (d))
[58 FR 40959, July 30, 1993, as amended at 63 FR 18296, Apr. 14, 1998]

Sec. 303.603 Meetings.

(a) The Council shall meet at least quarterly and in such places as it deems necessary.

(b) The meetings must--

(1) Be publicly announced sufficiently in advance of the dates they are to be held to ensure that all interested parties have an opportunity to attend; and

(2) To the extent appropriate, be open and accessible to the general public.

(c) Interpreters for persons who are deaf and other necessary services must be provided at Council meetings, both for Council members and participants. The Council may use funds under this part to pay for those services.
(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441 (c) and (d))

Sec. 303.604 Conflict of interest.

No member of the Council may cast a vote on any matter that would provide direct financial benefit to that member or otherwise give the appearance of a conflict of interest.
(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(f))

Functions of the Council

Sec. 303.650 General.

(a) Each Council shall--

(1) Advise and assist the lead agency in the development and implementation of the policies that constitute the statewide system;

(2) Assist the lead agency in achieving the full participation, coordination, and cooperation of all appropriate public agencies in the State;

(3) Assist the lead agency in the effective implementation of the statewide system, by establishing a process that includes--

(i) Seeking information from service providers, service coordinators, parents, and others about any Federal, State, or local policies that impede timely service delivery; and

(ii) Taking steps to ensure that any policy problems identified under paragraph (a)(3)(i) of this section are resolved; and

(4) To the extent appropriate, assist the lead agency in the resolution of disputes.

(b) Each Council may advise and assist the lead agency and the State educational agency regarding the provision of appropriate services for children aged birth to five, inclusive.

(c) Each Council may advise appropriate agencies in the State with respect to the integration of services for infants and toddlers with disabilities and at-risk infants and toddlers and their families, regardless of whether at-risk infants and toddlers are eligible for early intervention services in the State.

(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(e)(1)(A) and (e)(2))
[58 FR 40959, July 30, 1993, as amended at 63 FR 18296, Apr. 14, 1998]

Sec. 303.651 Advising and assisting the lead agency in its administrative duties.

Each Council shall advise and assist the lead agency in the--

(a) Identification of sources of fiscal and other support for services for early intervention programs under this part;

(b) Assignment of financial responsibility to the appropriate agency; and

(c) Promotion of the interagency agreements under Sec. 303.523.

(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(e)(1)(A))

Sec. 303.652 Applications.

Each Council shall advise and assist the lead agency in the preparation of applications under this part and amendments to those applications.

(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(e)(1)(B))

Sec. 303.653 Transitional services.

Each Council shall advise and assist the State educational agency regarding the transition of toddlers with disabilities to services provided under part B of the Act, to preschool and other appropriate services.
(Approved by the Office of Management and Budget under control number 1820-0578)
(Authority: 20 U.S.C. 1441(e)(1)(C))
[58 FR 40959, July 30, 1993, as amended at 63 FR 18296, Apr. 14, 1998]

Sec. 303.654 Annual report to the Secretary.

(a) Each Council shall--

(1) Prepare an annual report to the Governor and to the Secretary on the status of early intervention programs operated within the State for children eligible under this part and their families; and

(2) Submit the report to the Secretary by a date that the Secretary establishes.

(b) Each annual report must contain the information required by the Secretary for the year for which the report is made.
(Approved by the Office of Management and Budget under control number 1820-0550)
(Authority: 20 U.S.C. 1441(e)(1)(D))