

## IEIC MEETING

Slayton Pizza Ranch

9/26/2018

11:00-1:00 PM

Members Present: Jennifer Zollner, Channing VanOverbeke, Jane Feller, Diane Boyenga, Hollie Pater, Nikki Traen, Kristin Deacon, Tiffany Teske, Kayla Carstensen, Jessica Frodermann, Lisa Peterson

### Minutes Approval:

The meeting minutes of 5/9/18 were read with no corrections made. A motion made by Jennifer Zollner and seconded by Jane Feller to approve. The motion carried.

### State Updates:

Kara Temple, the state coordinator has taken a new position with no replacement for her at this time. Therefore, all conference calls are on hold for now.

### Review of 2018-2019 Work Plan/Budget:

The estimated budget from last spring was \$26,250.15 and the adjusted budget from the state is now \$25,386.54. There is also an increase in administrative fees of \$142.05 for a total decrease of \$1005.66 in the budget, needing adjustment. There was some discussion on the administrative fees. A motion was made by Tiffany Teske and seconded by Channing VanOverbeke to decrease the outreach materials budget from \$4,977.19 to \$3971.53 to make up the budget difference. Motion was carried.

The facilitator position has been hired with a budgeted amount of \$13,000. Facilitator will coordinate and facilitate the quarterly meetings, attend the monthly calls, once they resume, attend yearly state conference, order materials, communicate with other coordinators, manage the contact list, and create a document to keep track of referrals. It was discussed that direction should be given to the facilitator by a stakeholder member of the group. Hollie Pater and Tiffany Teske have volunteered to be co-chairs for this year to help fulfill this need. \$2000 has been set aside for training the facilitator for this first year. The group discussed a fair hourly rate of pay for the trainer. A motion was made by Hollie Pater to pay the trainer \$30 per hour plus any mileage. Seconded by Jennifer Zollner. The motion was carried. The group discussed having the trainer come to the next meeting to discuss how Region 6 uses their facilitator and how meetings are run, and to answer other questions the committee may have about having a facilitator as part of the IEIC.

Money is set aside for substitute pay for members to attend meetings and parent stipends for parents to attend. School districts need to submit an invoice to SWWC for reimbursement. A motion was made by Jennifer Zollner and seconded by Nikki Traen to pay parents \$100 per meeting to attend the IEIC. Parent participation is an area of need for our committee. It was discussed that a flyer/invitation be developed to encourage

eligible parents (parent of a child on an IEP or IFSP up to age 12) to join our group. Money is also set aside to allow members of the committee to attend the state conference.

#### Membership Roster:

The group looked over the roster keeping in mind needing representation from the 9 counties, and from the various agencies (schools, service providers, ECFE, school readiness, health, human services, Headstart, childcare resource and referral, and a parent. Others that may also be part of the group include mental health worker, physicians, foster care, childcare providers, school or county board members. The consensus was that recruitment of new members is necessary and that all members will help in this. It was suggested that the facilitator will develop a letter to invite new members, along with a letter inviting parents to attend. We also need representation from Jackson and Cottonwood counties. We also discussed lifting the previous standard of 2 representatives and 1 alternate from each county.

#### Meeting Schedule:

The meeting schedule for 2018-2019 has been set as follows- Dec 5, with Linda from Region 6 invited to come and talk. The other meetings are February 20, and April 17. All meetings will be at the Slayton Pizza Ranch from 11:00 – 1:00 PM. Any extra meetings will be scheduled as needed.

#### Next Steps:

The committee roster needs to be updated, with a look to getting new members. Invite Linda from Region 6 to attend the next meeting. Create an invitation/flyer for members to use invite other potential members including parents. Work on a document (google drive?) for the referral count.

#### Community Sharing:

On Thursday, Nov 8 at SMSU from 9-4 there will be a conference called “Grow Your Own Summit” sponsored by SW Initiative Foundation to support children. Tiffany will provide more information about this to Hollie to disseminate to others.

#### Other:

Outreach materials ordered last spring were distributed to the counties that had not yet gotten them.

The next IEIC meeting will be on Wednesday, Dec 5 at 1:00 at the Slayton Pizza Ranch.

Respectfully submitted by Lisa Peterson, Facilitator with help from Kayla Carstensen.