

Committee Members Present: Erin Kinavey, Kim Wedel, Brenda Knudson Chouffi,

Committee Members Absent: Ardith Ferguson, Sabra Shirrell, Debra Hannigan, Janet Gully, Julie Curry, Kristie Musick

Staff Members Present: Maureen Greer

Topic	Discussion	Action Steps	Need for Board Action
State Questions/Calls	The committee has reviewed the questions and made comments	<ul style="list-style-type: none"> Maureen will create a list of states that should receive a phone call. 	<ul style="list-style-type: none"> The questions will go to the Board for their final review and approval.
Mentorship Update	Ardith held calls with several of the new coordinators. She is currently in the process of linking the new coordinators with mentors.	<ul style="list-style-type: none"> Maureen will follow up with Ardith and send an update to committee members 	
Committee Guidelines	The committee members were provided with the draft guidelines for the Leadership Services committee. Similar documents will be developed for all of the ITCA committees. Maureen provided an overview of the membership survey and provided the timeline to review last year's survey for any revisions for 2010.	<ul style="list-style-type: none"> Members will review the guidelines and provide any feedback by May 1. 	
Webinars	<p>Erin reviewed the content for the webinars. ITCA will coordinate the activities with the 619 Consortium. The topics and speakers include:</p> <ul style="list-style-type: none"> Deb Perry, Georgetown University- Overview of the social/emotional domain and risks and impacts to 	<ul style="list-style-type: none"> 	

Topic	Discussion	Action Steps	Need for Board Action
	<p>development.</p> <ul style="list-style-type: none"> o Jane Squires, University of Oregon- Screening and assessment in the social/emotional domain and how they link to program planning and goal development. o Tiffany Birk-Smith, Kansas Infant Toddler coordinator-Cross systems implementation of CSEFEL and Kansas's experience embedding the modules into these different systems. o Tentative: Brad Hutton and Valerie James (the 619 Consortium president , on points of collaboration for Part C and 619 with regard to supporting children's S/E development? <p>Erin and Maria Synodi from the 619 Consortium are currently working on finalizing the details. The webinars should be completed prior to the August OSEP meeting.</p>		
Next Committee Meeting	A meeting wizard will be sent out to committee members to schedule the next meeting.		