



ITCA Board Mid Year Retreat
June 28-29, 2003

Board Members present: Duncan Munn, Andy Gomm, Stephanie Moss, Marl Sharp, Linda Goodman, and Mary Jones

Board member participating by phone: Ron Benham

Contract Staff Present: Sharon Walsh, Maureen Greer

Board Meeting convened at 8:10 AM on Saturday, June 28, 2003

TREASURER'S REPORT

Checking Account	\$48,857.19
Money Market	\$26,542.22

Forty states and territories are members. This year we will offer the choice of two year memberships that lock in to this year's dues rate.

OSEP ANNUAL MEETING:

Stephanie provided an update on plans for the OSEP annual meeting. The Board reviewed topics that have been identified. Early Bird topics were identified as: Child and Family Outcomes, Child Find, Infant Mental Health/Social Emotional, Credentialing. Board members will identify and recruit other Part C Coordinators to facilitate the sessions.

The Association meeting will be conducted on Sunday. The draft agenda was developed and will include the following items:

- Small group discussion on two topics:
 - What members want from the Association
 - Hot topics
- Reauthorization
- Early Childhood Panel
 - NAEYC
 - Zero to Three
 - AMCHP

- Products
- Focused Monitoring
- Training Center Updates
- Awards
- Elections

The Association will sponsor an awards reception at the end of the business meeting. Invitations will be extended to Part C Coordinators, NECTAC staff, OSEP staff, ICC Chairs and 619 Coordinators.

STRATEGIC PLAN

The Strategic plan was reviewed and modified as necessary. Mary Jones moved that a membership committee be established to look at the creation of membership categories and any necessary bylaws changes needed in Articles 1 and 2. Andy Gomm seconded the motion. The motion was approved.

Product Development for this coming year

- Position papers
 - Medicaid
 - Setting provider rates
 - Issues related to Infant Mental Health (Social Emotional Development)
 - Andy to take lead, Duncan and Mary to support the development of a scope of work related
 - Child and Family Outcomes -
- Good News Document
- Monthly Newsletter
- Congressional Directory
- Web based national database
- ITCA Website

Proposed changes to the plan were reviewed to ensure all goals had been met.

REAUTHORIZATION

Markup occurred on June 26. The bill was introduced as the "Chairman's Substitute" and passed unanimously by the Committee with no amendments. The bill will move to the Floor where amendments will be allowed. The strategy is to get the strongest Senate bill possible in order to be in good position going into Conference Committee. The goal is to get to Conference before the August recess. Everyone is committed to a signed bill prior to the end of the first session of Congress.

Discussion continued on specific changes to identify any areas of concern. The revised bill and ITCA comments will be distributed to the members. The board provided direction to Sharon on potential amendment language when the Senate bill goes to the floor.

COMMITTEE ACTIVITIES AND RECOMMENDATIONS

NOMINATIONS: The Board reviewed the status of Board membership. The nominations committee will seek nominations for Vice President and a Board member at large. The committee will have a slate of candidates ready by September.

AWARDS: The committee met by conference call and recommended three categories of awards:

- Part C parent leadership
- Part C lead agency staff
- Government/Legislative/Collateral agencies

BOARD LIAISONS TO NATIONAL RESEARCH AND TRAINING CENTERS

Transition: Duncan Munn
Andy Gomm

Accountability and Monitoring: Ron Benham
Linda Goodman

Service Coordination: Duncan Munn

NECTAC: Ron Benham

ADMINISTRATIVE CONTRACT REPORT

FAMILY COST PARTICIPATION: The RFP review process has been completed. Solutions received the highest number of votes. A conference call will be scheduled with Solutions staff to discuss timeline, Board concerns and the development of a contract.

DATA QUESTIONNAIRE: There will be one more push to complete the data questionnaire with states. At the end of two weeks, the report will be finalized and distributed.

ORIENTATION/RESOURCE MANUAL: The content outline of the manual was reviewed with additional content areas identified. The manual is viewed as an ongoing development process and will be posted on the ITCA website as a work in progress.

REAUTHORIZATION CONFERENCE CALL: The lines have been reserved and reservations being taken. The PowerPoint will go out to participants the night before the call to ensure the

latest information is incorporated. A Question and Answer Document will be forwarded to members after the call.

BUDGET

A budget was presented to the Board for the 2003-2004 year. The Board reviewed the budget and suggested revisions. Mary Jones moved and Stephanie Moss seconded that the budget be approved as revised. The budget was approved unanimously.

Meeting was adjourned at 9:30 AM on Sunday, June 29, 2003.