



ITCA Conference Call  
June 2, 2003

Board Members Present: Duncan Munn, Linda Goodman, Mary Jones, Mark Sharp, Stephanie Moss, Ron Benham

Staff: Sharon Walsh, Maureen Greer

Minutes

The minutes from the May Conference Call were reviewed and amended. The minutes were approved as amended.

Treasurer's Report

Mark provided an update of the Association accounts. There is \$57,679.53 in the checking account and \$26,000 in a certificate of deposit. While there is a substantial amount of funds in the account currently, the products that are being developed will draw those funds down.

There are two new members, Pennsylvania and Guam. Dues notices will be distributed in July for the 2004 membership year.

Reauthorization

Sharon reported that the Senate Bill is expected to be introduced in early June. All activity is on hold until the bill is introduced. There will need to be a series of activities between the introduction of the legislation and the markup. Sharon will keep the Board and Association members informed.

The Association will sponsor a conference call on reauthorization on July 9. Member states will be invited to phone in at 12:00 PM EDT or 4:00 PM EDT. States will pre-register to secure a phone slot. A PowerPoint document will be developed and placed on the Association website. Members will download the document prior to the phone call.

Head Start Reauthorization has begun and Sharon will keep the Board and members informed on the implications for the early childhood community.

## Board Retreat

The Board Retreat will be June 27-29 at the Crystal City Marriott. The Board will meet with Ruth Ryder and OSEP staff on Friday afternoon. The proposed agenda for the OSEP meeting is:

1. Support that can be provided by ITCA to OSEP as a technical assistance resource for the CIMP;
2. Mutual OSEP/ITCA state data needs and strategies to collaboratively address those needs;
3. Roles for ITCA in supporting Reauthorization of Part C and assisting in the subsequent development of regulations;
4. Potential collaborations in outcomes measurement initiatives; and
5. Issues related to the Annual Performance Reports.

The business meeting will begin on Saturday morning. The agenda for the Board meeting will include:

1. Review and Update of Strategic Plan
2. Discussion of Additional Products and Services for Members
3. OSEP Issues (Including APR)
4. Annual OSEP Meeting Agenda
5. Treasurer's Report/Annual Budget Review
6. Committee Activities and Recommendations:
  - Awards
  - Legislative
7. Leadership Roles that the Association can Play Related to the Outcomes Issue:
  - Resource Information,
  - Policy Development,
  - Measurement Study Design, etc.
8. "Maintenance of Effort" Policy Recommendations
9. Legislative Contract Staff Report
10. Administrative Contract Staff Report

All hotel and travel arrangements will be provided by staff.

## Part C Contact

The contact list for Part C Coordinators will be updated over the next two weeks. The corrected chart will be posted on the website and provided to member states.

## Data

The initial distribution of the data methodology survey did not yield a great response. The survey will be re-distributed and follow-up calls will be made to states who have not responded. A summary document will be prepared for the Board retreat.

## Products

The Family Cost Participation proposals are due June 6. The submitted proposals and scoring sheets will be distributed to the Board members for their review and voting.

The RFP for the web based application for the national survey will be sent to the Board for review and revisions. Board members are to forward any potential bidders for RFP distribution.

Additional products will be identified at the Board meeting.