

Board Members Present: Molly Bright Julie Curry, Mary Ann Discenza, Terry Harrison, Brad Hutton, Rick Ingraham, Pam Roush

Staff Members Present: Maureen Greer, Sharon Walsh

Topic	Discussion	Follow-Up
June 25, 2009		
September Meeting with Research to Practice Director	The Board met with Larry Wexler at the conclusion of the Data Meeting. Julie provided a brief overview of the current status and efforts of the ITCA. Larry provided an overview of what the research to Practice Division is working on and discussed with the Board some of the funding opportunities have the potential to address the personnel issues that many state members are facing. Larry agreed to meet with the Board on an ongoing basis.	<ul style="list-style-type: none"> • Julie to send thank you note to Larry • Sharon to send web link to Larry. • Maureen to add a hyperlink to ITCA website to the OSEP grant opportunities.
President's Remarks	Julie provided a synopsis of ITCA activities in 2009. She initiated a conversation regarding the 10 th Anniversary of ITCA that she would like to be the theme for the Annual Membership Meeting in December. The Board identified topical areas that need to be presented during the meeting with Ruth Ryder and her staff. The meeting was adjourned until Friday morning.	<ul style="list-style-type: none"> • Julie to work with a local artist to develop a logo for the anniversary. • Maureen will create a column in the ITCA newsletter that focuses on the anniversary celebration.
June 26, 2009		
Data Committee	The Board meeting was re-convened and began with a report from Terry regarding the work of the Data Committee. The committee met during the data conference to review the next section of the Association survey which will focus on Lead Agency/SICC/Family Involvement. Once all surveys have been	<ul style="list-style-type: none"> • Based on the work of the committee, Sharon is drafting the ITCA response to the NPRM due July 15. • The ITCA response will be

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	<p>distributed and responded to, the Committee will review to determine whether the surveys need further editing. The committee has also been involved in the development of the ITCA response to the current NPRM related to the SPP/APR proposed changes. The Board had a brief discussion on the use of 12 months of data for states with electronic data systems. Terry provided an update for the Board on the progress made by the committee on the Data Committee strategic work plan.</p>	<p>circulated to states and they will be encouraged to send individual state letters.</p>
Finance Committee	<p>Rick discussed the work of the Finance Committee. The committee has spent much of the year dealing with ARRA funding. As a result of the ARRA funding, the committee has recommended that any funding goal for Part C appropriations be put on hold for the next year. In a similar manner, the discussion of changes in the funding methodology should be deferred until after more is known about the impact of ARRA, Health Care Reform and the economic recovery. Reauthorization is not expected until 2011 at the earliest. There was a brief discussion about the potential impact of Health Care Reform and the role that ITCA should play. Further discussion was deferred until the Legislative Committee report.</p>	<ul style="list-style-type: none"> • Maureen will complete the final finance report with a draft to the committee for their meeting on July 23. • The finance committee will review the finance survey for any changes prior to its release in the late fall. • The finance committee will sponsor on behalf of the Board, a call for members after the OMB reporting calls. • A web discussion group will be created to support the states that are participating in the GAO study. – Maureen to establish
Nominations Committee	The Board was provided a matrix of the current board	<ul style="list-style-type: none"> • Julie will chair the nominations

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	<p>composition. The bylaws require that the Board be diverse in terms of geography and lead agency. Board elections to be held in December will include a vice president/president elect and a board member at large. Other positions may become open depending on the vice president slot. The Board was reminded that there is no bylaws requirement that the Vice-President/President elect position must come from the sitting Board.</p>	<p>committee</p> <ul style="list-style-type: none"> The nominations materials will be included in the August newsletter.
Awards Committee	<p>The Board reviewed the Family Leadership Application Form. The call for nominees will go out to multiple audiences at the beginning of August. The Early Intervention Family Alliance would like to co-sponsor the award reception again this year. The Board also briefly discussed the Trohanis award and decided to postpone the discussion to later.</p>	<ul style="list-style-type: none"> Brad will chair the awards committee. Maureen will distribute the awards nomination form by the beginning of August and it will be put in the August newsletter.
2009 Budget Review	<p>The Board reviewed 2009 expenditures to date. The Board also was provided with six years of the Association's budget and expenses to identify trends.</p>	<ul style="list-style-type: none"> Maureen will move the cost of the web redesign to the committee activity line.
Meeting with Ruth Ryder	<p>The Board met with Ruth and some of her staff. Julie provided an update on Board activities since the last meeting. Julie provided Ruth with copies of the finance survey reports that have been produced. Committee activities were discussed along with the impact of ARRA funding on state members. Board members shared the challenges that many states are facing. Ruth was asked for an update on the status of the draft regulations. She indicated that there was no news. They are still under review.</p>	<ul style="list-style-type: none"> Julie will send a thank you note to Ruth and will include the link for the survey reports.

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July 27, 2009		
Legislative Committee	<p>In Brad's absence, Sharon provided an update on the activities of the Legislative Committee and a Washington Update. The Legislative Committee has been working with both the Data Committee and the Finance Committee on a variety of issues including responses to NPRMs and to ARRA implementation. The Board discussed the issue of Health Care Reform. The discussion raised a key issue of how ITCA will make a decision to support/sign on to initiatives that are larger than Part C. ITCA needs to develop policy/parameters for decision/making regarding "sign on" to issues that are "bigger" than us, but that ITCA has some connection to because of our mission/purpose.</p>	<ul style="list-style-type: none"> Sharon will work with the Legislative Committee to develop a set of principles/values by which to measure health care proposals.
Leadership Services Committee	<p>Mary Ann presented the work of the Leadership Services Committee. The committee has approved a draft of the annual Membership Survey to be distributed to members for completion and analysis for the December meeting. The committee has completed oversight of the revisions to the ITCA website. The committee would like to sponsor quarterly calls in 2010 on topical calls to be identified by the members. The Board agreed to support this request. The New Coordinator Orientation has been completed from the perspective of the ITCA. The focus of ITCA's participation was on content and now that content has been approved, the other partners are charged with implementation.</p> <p>The Board continued a discussion that was initiated in the committee regarding the status of Category 2 membership. There</p>	<ul style="list-style-type: none"> Maureen will send Mary Ann the topical areas identified by members on the last survey.

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	<p>has not been an overwhelming response to the Category with only one membership to date. The committee is concerned that this category does not align with the mission of ITCA. After the discussion, the Board decided to recommend to the membership that Category Two membership be removed from the bylaws. As part of future strategic planning, the Board will need to re-visit affiliate memberships.</p>	
Role of ITCA	<p>The Board went into a lengthy discussion about the role of the Association on a series of levels. As the organization continues to grow, the Board needs to consider what services and to what degree should a member expect the Association to provide.</p> <ul style="list-style-type: none"> • Role of ITCA staff and level of TA they provide on behalf of ITCA. ITCA consultant vs. private consultant. We need to determine levels of ITCA actions and define parameters. <ul style="list-style-type: none"> ○ What should members expect from ITCA? ○ When “themes” for TA requests emerge (that Maureen receives), bring to Board. ○ What if it is a state with Needs Intervention or Special Conditions? ○ Potential Levels of ITCA Action: <ul style="list-style-type: none"> ▪ TA call / express concern ▪ Provide information ▪ Refer to other available resources, including private consultants ▪ More in-depth ITCA consultation ▪ Determine implications for Association; OSEP 	<ul style="list-style-type: none"> • Rick will explore grants for growth (expand members to local program administrators; data manager; etc.). Maryann will help. • Maureen will add “revenue/expansion” strategy to the Board Activities Strategic Plan. • Julie will draft a process that would support the Board’s action on behalf of a state (s). This should also be addressed by the Leadership Services Committee. • Julie will draft some ideas related to benefits of membership. This should also be addressed by the

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	<p>response.</p> <ul style="list-style-type: none"> ▪ How will level of services be paid for? Some included in membership; fee; etc.? <p>Another area of discussion included what happens when a state may be or is in trouble; what should the Association do to help.</p> <ul style="list-style-type: none"> • When an issue moves beyond a single state and puts that state and others in potential danger: <ul style="list-style-type: none"> ○ Triggers: What is a trigger? ○ Threshold for getting involved/being a voice for other state(s)? ○ How do we determine if other states/Part C as whole is at risk if we don't take action/ ask/be a voice? 	<p>Leadership Services Committee.</p>
2010 Budget	<p>The Board constructed a draft budget that will be presented to members in December. The Board was cautious with any increases because of the fiscal crisis that face many states. A modest 10% increase in dues was proposed and will be presented to members for approval.</p>	<ul style="list-style-type: none"> • Maureen will prepare a document for the members on the dues increase. • The draft budget will be voted on in December.
Newsletter	<p>The next newsletter is scheduled for production and release the first week of August. Content includes:</p> <ul style="list-style-type: none"> • President's Column: • Call for nominations • TACSEI conference call advertisement • Family Leadership award announcement • EIFA 	

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	<ul style="list-style-type: none"> • Legislative Committee Report • Data Committee • Leadership service Committee • Finance Committee • 10th Anniversary 	
Next Meeting	The July call was canceled. The next meeting will be August 4 at 3:00 PM Eastern	