Roll Call
- Voting Members Present: Mary Ellen Becker, Kathy Tinker, Toni Van Cleve, Dee Gethmann, Faye De Smit, Roger Hess, Pam Childers
- Center Staff Present: Michelle Tressel, Kirby Leland, Dave Brousard
- Ex-Officio Members Present: John Lee, Amy Williamson
- Excused: Melody Raub, Cindy Weigel

Review Minutes from Previous Meeting
The minutes from the November meeting was reviewed and approved.
(Motion: Dee; Seconded: Faye; Approved)

Additions to Agenda
Item for Web IEP discussion

IMS Priorities
1. Performing daily operations.

February CPC Status Report
The February report has been distributed to the OGC members with no questions. The report is now being distributed to AEA Special Education Directors.

Computer Programmer Vacancy
Grant Wood AEA is continuing to accept applications for the computer programmer position and will interview when appropriate. They have had 17 applications as of this meeting date.

2. Managing specified projects and tasks for the OGC.
No Information or decisions needed at this time.

3. Advising the OGC.
No Information or decisions needed at this time.
4. Assisting the OGC with the Iowa IDEA applications.

**IMS**
- Due a reconstruction issue/power surge at Grant Wood AEA’s main facility on March 2, the Internet and all servers were temporarily down. On that same day, there were 30,000 “hits” to the iowaidea.org site and was probably due to the message sent from Michelle about the system being down. Michelle shared a handout with graphed data depicting the March daily usage of iowaidea.org.
- IMS rewrite group met on Thursday, March 5 to begin discussing the redesign and to identify specifications for the new system.

**IEP**
- Version 6 Development List: Fixing Duplicates Utility
  - Kirby explained that it takes him about 2 hours per day to maintain a current student list. He suggested the creation of utility that would allow Web IEP administrators to make corrections and maintain some student data more efficiently.
  - Kirby provided the OGC with an updated list of priorities in V. 6.
  - The OGC gave permission to the CPC to make adjustments in the priorities as needed.
  - John Lee discussed a way that would allow access to teachers when students are placed at home. He can assign a building code # that will give a teacher access to a student’s IEP---in essence, giving “home” a building number.
- Version Release Proposal
  - Dave Brousard provided the OGC with a handout: *Release of New Versions of the Web IEP (February 20, 2009)*. The proposal by the CPC is to not release the entire version of a web IEP/IFSP only on July 1, but rather release the critical elements that may require major amounts of understanding and training. The non-essential components would then be released as they are developed. This will allow for updates as needed and allow for a more efficient use of programmer time within the CPC.
  - *(Motion: Toni, to support the recommendations of the CPC in the “roll-out” of the future versions of the Web IEP; Second by Pam; Approved)*
- **EDW**
  - Amy Williamson is working with Toni Van Cleve on a form revision. There are small changes required by OSEP to meet the requirements for Indicator B.12. Some work will be done to allow for the unique circumstances that sometimes surround transition form Part C to Part B and date of eligibility for Part B services.
- **Parent Consent for Medicaid**
  - Toni Van Cleve and Kirby Leland provided an update from the February meeting. The parent consent for services form will not have to be
changed. There will be some changes in the coding to allow for the separate claiming for health paraeducators and behavior paraeducators. The changes made will also account for children ages 2.9 to 3.0 years (service coordination) to be placed on IEPs as well as an IFSP.

**IFSP**

- Michelle provided a handout: *Timely Services Data Collection* that had been reviewed and approved for content by LauraBelle Sherman-Proehl. The document summarizes the need for the DE to report to OSEP, if all Part C services begin within 30 calendar days.
- **New Access Level**
  A new level of access in the applications will be activated. In essence, the Staff access level will be split into two levels. One level will only look at services for Building list. The other level will look at both Services and Departments for Building list.
- **Pilot:** The CPC has been working with LauraBelle to identify the criteria for the selection of a pilot site(s) for the web IFSP. She will talk with the Directors at their March 13th meeting. We should have an update for our April 9th meeting.

**Iowa I-Plan**

No Information or decisions needed at this time.

5. Continuing to perform basic services related to Part C and Part B Medicaid claiming.
   Michelle was requested to provide an estimate to rewrite. She provided a handout: *Estimate to Rewrite Medicaid*.

**Statewide Requests**

1. New---None

2. Previous
   Discussion on 1549---submitted by AEA 11---AEA 11 has asked that the 45 and 60 day timeline reports be modified to include data for this new field. Since this new field won’t be used by all AEAs, the statewide data verification reports for 60 day timelines will not be modified. However, a copy of the reports can be created and modified for AEA 11.

Faye asked about creating a report writing format for the new IMS that would allow for each AEA to produce its own reports rather than ask for customization. Michelle will visit with the CPC staff about the feasibility such a feature. Post-meeting note: Michelle sent an e-mail to Faye indicating that even though the CPC is not ready to develop the output module, outputs can be developed for AEAs from the IEP data. A link would be provided to the requesting AEA so the
Input from Sp Ed Directors on Decision Making Structure.
Outcome: Update from Mary Ellen and Roger
Mary Ellen reported on the following items from the last directors’ meeting:

- Lana talked about the quality of work being provided by the CPC.
- The directors will be provided more information about the components of Medicaid in IMS so a decision can be made about whether or not to continue the Medicaid transmissions via IMS.
- Support continues to hire a total of 5 IMS programmers

Goals and Priorities.

- At the February meeting, the OGC identified 5 goals for 2009 - 2010. As requested, Michelle drafted the priorities for this agenda. The activities that are also submitted with the Part B application are noted.
- Michelle provided a handout with the 5 priorities and each of activities: Proposed priorities for 2009-2010 Agreement (March 11, 2009).
  1. Performing daily operations
  2. Managing specified projects and tasks for the OGC
  3. Advising the OGC
  4. Assisting the OGC with the Iowa IDEA applications
  5. Continuing to perform basic services related to Part C and Part B Medicaid claiming

(Motion: Roger; to accept priorities; Second: Kathy; Approved)

Meeting Adjourned