

**ND INTERAGENCY COORDINATING COUNCIL**  
**Thursday, June 12, 2025**  
**In-Person Meeting**  
**Quality Inn, Bismarck ND**

Jill took roll call and members introduced themselves.

**PRESENT**

Carolyn Kueber  
Missi Baranko  
Shannon Grave  
Eric Gault  
Jodi Hulm  
Angela McSweyn  
Sarah Carlson

Michelle Ragan  
Jen Withers  
Karri Morris  
Matthew Nelson  
Danielle Westerhausen  
Jordan Anderson

**STAFF**

Jackie Adusumilli  
Colette Perkins

**GUEST**

Kate Berger, University of Mary, Family Story  
Kayla Stastny, BHD  
Annie Skiba

**TOPIC: OVERVIEW OF AGENDA**

Nothing.

**TOPIC: FAMILY STORY**

Kate Burger, University of Mary student, Asst. Professor working on her doctorate.

Background is in nursing but no idea of impact of early intervention until daughter was born. Born in 2019, 20-week ultrasound spina bifida. Did fetal surgery at 25 weeks in CO. Born and in NICU, staff got case management and everything in line and coordinated with Rapid City South Dakota and discharged at 20 days. Initial eval at 3 months with early intervention. Spine closed because of surgery and looked good. Started with eval with county and part of the school. Started in physical therapy

once a week and we all worked hard with their daughter. Cannot overstate how her sister provided great influence to their family.

Jobi is in PT twice a week and walks with a knee high, independently dresses herself and feeds herself and now on IEP at Menoken School. Provided speech therapy and at 18months didn't say words. Within a month of speech she could verbalize the alphabet and started picking up words. Through school – PT and occupational therapists and needs little assistance to navigate her days.

Transition from SD to ND – graduated at 3 to Rapid City school district and was smooth from early intervention and moved when she was 4 ½ years old. Hard to get her started in ND. Enrolled in kindergarten 1 year ago and got started on the IEP. Helpful and thankful for all of the support from these programs.

**TOPIC: STANDARD OPERATING PROCEDURES**

No comments were received.

**A motion was made by Matt Nelson and seconded by Carolyn Kueber to accept the draft ND ICC Standard Operating Procedures that was distributed to all ICC members. Motion carried.**

**TOPIC: ICC FAMILY MEMBER COMPENSATION**

Eric read the following statement:

## NDICC Parent Representative Per Diem Policy

### Purpose

To promote equitable participation by Parent Representatives in ICC meetings through a clear and accessible per diem reimbursement. This policy supports the time and arrangements required to attend meetings — such as securing supervision or childcare — without requiring receipts or wage documentation.

### 1. Per Diem Reimbursement for Participation

Parent Representatives will receive a flat per diem based on the type of ICC meeting attended (virtual or in-person). These per diems are modeled after the state-approved self-directed in-home support rate and are

reviewed annually to align with the state's published rate (currently \$27.64/hour).

| Meeting Type     | Standard Hours | Per Diem (at \$27.64/hr) |
|------------------|----------------|--------------------------|
| Half-Day Meeting | 3 hours        | \$82.92                  |
| Full-Day Meeting | 8 hours        | \$221.12                 |

→ Applies equally to virtual and in-person participation.

→ Travel time is not reimbursed separately.

To be eligible for the per diem, a Parent Representative must attend more than half of the scheduled meeting time.

## 2. No Receipts or Documentation Required

This per diem is intended to offset typical costs of participation (e.g., childcare).

No itemized receipts, invoices, or proof of actual expenses are required.

This is not a wage replacement, but a reimbursement modeled on common costs.

## 3. Optional Honorarium for Lost Wages

Participants (parent or non-parent) who forfeit paid work time may request an optional honorarium to help offset income loss.

This is separate from the per diem and is subject to availability and approval.

## 4. Reimbursement Process

Attendance will be verified using a roll call sheet, submitted by the Executive Committee or designated meeting leader to the Payment Coordinator.

Payment is processed automatically based on this record — no additional forms or itemized documentation are required from Parent Representatives.

Representatives must attend more than half of the scheduled meeting to qualify for reimbursement.

### Terminology Clarification

This compensation is considered a per diem reimbursement — not a wage, stipend, or income benefit.

It is intended to support equitable participation by covering reasonable and predictable costs, based on a care/support model.

If the ICC approves, it needs to be sent to Jackie for approval by the leadership team and then sent to the DD State Office.

A motion was made by Shannon Grave and seconded by Matt Nelson to accept the policy that Eric Gault read. Motion carried.

### **TOPIC: ICC TEAM BUILDING ACTIVITY**

Danielle did a yes/no team building activity.

### **TOPIC: PUBLIC INFORMATION CAMPAIGN**

Where are we at in this phase.

Sent flier for approval.

Put an ad in the EDHI newsletter about parent reps for the ICC.

Jordan showed the flier to the members.

Jordan will send to the ICC members for their review and to provide any input to her.

The new Right Track brochure will be on the state website today. If anyone would like copies, please notify Colette.

### **TOPIC: OVERVIEW OF HCBS WAIVER SERVICES FOR EARLY INTERVENTION PARTICIPANTS**

Danielle gave an update on her program.

Services available through the Waiver.

Danielle copied her PowerPoint presentation and handed out to the members. Danielle then went through the PowerPoint.

EAS (Equipment & Supplies) process is so cumbersome. It is a lot of paperwork for the provider and families. Michelle talked to a provider and said it is too much.

Have Jodi present on EPSDT and the list.

There was a request on the many different waivers. It was suggested to bring in Kat Barchenger for the MFD/ASD waivers. Cross disability = creating what services will be provided, eligible in the next 2 years. Then someone to look at the other waiver 1915i and the

## **TOPIC: LEGISLATIVE UPDATE**

### **HB 1164 –**

SECTION 1. AMENDMENT. Subdivision a of subsection 5 of section 15.1-32-01 of the North Dakota Century Code is amended and reenacted as follows: a. "Student with a disability" means an individual who is at least three years of age but who has not reached the age of twenty-one before August first of the year in which the individual turns twenty-one and who requires special education and related services because of: (1) An intellectual disability; (2) ~~A Being deaf or hard of hearing impairment, including deafness;~~ (3) Deaf-blindness; (4) A speech or language impairment; (5) A visual impairment, including blindness; (6) An emotional ~~disturbance~~ disability; (7) An orthopedic impairment; (8) Autism; (9) A traumatic brain injury; (10) ~~Other~~ An other health impairment; or (11) A specific learning disability. This goes into effect July 2026.

Autism Waiver age was changed from 18 to 21.

### **SB 2029 -**

AN ACT to create and enact a new subsection to section 30.1-28-07 and chapter 54-68 of the North Dakota Century Code, relating to an office of guardianship and conservatorship and the removal of a guardian; to amend and reenact section 30.1-29-15 and subsection 1 of section 50-24.1-07 of the North Dakota Century Code, relating to the removal of a conservator and the recovery of medical assistance expenses; to repeal chapter 27-27 and section 54-68-02.1 of the North Dakota Century Code, relating to the task force on guardianship monitoring and transition requirements; to provide a penalty; to provide for a report; to provide an appropriation; to provide a continuing appropriation; to provide for a transfer; and to provide an effective date.

### **SB 2308**

AN ACT to create and enact a new section to chapter 23.1-01, a new section to chapter 54-07, and two new sections to chapter 61-03 of the North Dakota Century Code, relating to standards for well drilling and installation of water well pumps, pitless units, and monitoring wells, a boards review task force, a water well contractors advisory board, and requirements for firms engaged in water well work, installation of water well pump and pitless units, monitoring well work, and drilling of geothermal systems; to amend and reenact section 6-09-43, subdivision

j of subsection 2 of section 15.1-01-04, sections 15.1-07-33 and 23-35-02.2, subsection 1 of section 50-06-01.4, sections 52-02-02 and 52-02-08, subsection 1 of section 54-07-01.2, sections 54-54-05, 54-59-26, 54-59-27, 54-59-34, 54-59-36, 54-59-37, 54-59-39, 61-03-01.3, 61-04.1-03, 61-04.1-08, 61-04.1-09, 61-04.1-12, 61-04.1-14, 61-04.1-15, 61-04.1-16, 61-04.1-17, 61-04.1-18, 61-04.1-19, 61-04.1-20, 61-04.1-21, 61-04.1-33, 61-04.1-34, 61-04.1-37, 61-04.1-38, and 61-04.1-39, and subdivision a of subsection 2 of section 65-02-03.1 of the North Dakota Century Code, relating to the wastewater recycling treatment guide, boards and commissions, the unemployment insurance advisory council, gubernatorial appointments, the committee on aging, health information technology advisory committee, statewide longitudinal data system committee, atmospheric resource board, the department of health and human services, the council on the arts, the state engineer, the superintendent of public instruction, job service North Dakota, and workforce safety and insurance coordinating committee; to repeal chapter 8-11.1, sections 12-48-06.1, 15.1-37-05, 15.1-37-06, and 15.1-37-08, chapter 17-07, sections 19-24.1-38, 19-24.1-39, and 23-35-02.3, chapters 34-16 and 43-35, sections 50-06-05.6, 50-06.4-10, 50-11.1-25, 50-11.1-26, 50-11.1-27, 52-02-07, 54-34.3-10, 54-54-10, 54-59-25, 54-59-33, 54-59-35, 54-59-38, 54-60-25, 55-01-13, 55-01-14, 61-04.1-04, 61-04.1-05, 61-04.1-06, 61-04.1-07, and 61-04.1-10, and chapter 61-36 of the North Dakota Century Code, relating to occupational and professional boards, the midwest interstate passenger rail compact, prison industry advisory committee, energy policy commission, medical marijuana advisory committee, onsite wastewater recycling technical committee, state board of water well contractors, committee on aging, brain injury advisory council, early childhood council, unemployment insurance advisory council, commission on the status of women, health information technology advisory committee, poet laureate nominating board, rural development council, America 250 commission, atmospheric resource board, and Devils Lake outlet management advisory committee; to provide for a legislative management report; to provide an effective date; and to provide an expiration date

### **HB 1530**

AN ACT to provide for a legislative management study on the circumstances and needs of special education teachers and the related special education teacher shortage. This was picked to be studied.

### **SCR 4019**

A concurrent resolution directing the Legislative Management to consider studying reading and mathematics proficiency rates among students in the state with disabilities and the effectiveness of current educational policies, programs, and resource allocations in addressing any disparities

### **HB 1547**

AN ACT to create a committee to study special education funding during the 2025-26 interim; and to provide for a legislative management report.

HB 1012

I was having a hard time hearing you, so this one is blank.

**TOPI:        ICC MEMBER UPDATE**

Kayla should be appointed by the next meeting.

We have 3 parents that have applied for the parent representative positions.

We have updated our Standard Operating Procedures and now the Governor office can approve the names submitted by Jackie.

To meet the required number of members of 30% and 3 existing off of the ICC, we would like you to appoint the following individuals is what Jackie can ask the Governor's Office.

A motion was made by Carolyn Kueber and seconded by Matt Nelson that in order to meet the requirement of at least 24 members with 30% parent presentation on the ICC, the ICC is requesting the 3 parents who have applied for membership be appointed to meet the requirements for members. The motion carried.

Carolyn Kueber amended her original motion and Matt Nelson seconded the amendment for the motion to read

A motion was made by eric gault and seconded by Danielle Westerhausen to include the amendment of "on page 4 included in this category add' at the time of appointment, and continue the sentence.

Michelle – did some fac interaction trainings and how to provide and open it up again to early intervention providers. Jill said they utilize it daily with families and utilize at staff meetings and very beneficial.

Jill – state professional development workgroup – proposal to dec at international conference and we were fortunate both ethnic assessment presentation and poster on the strategic professional development for North Dakota. Excited for ND to be at an international conference. Matt invited at the family committee.

Jordan – presentation for OSEP – family survey – Jordan will show a poster presentation. Backup poster on work with EHDI and bringing into the Part C world. DEC poster presentation and acceptance for our OSEP presentation – OSEP visit went really well.

Missi – inclusion coaches are out there and available for families to write care plans or to find childcare or concerns with being expelled. Children in care on average of 12 hours a week to receive a stipend.

Pyramid model will continue with the next cohort and will open July 1<sup>st</sup> and send to early intervention and service coordinator – early intervention will have to have one service coordinator attached – a letter from the DD Regional Administrator. See if cohort from 1 to go through cohort 2 individually and to train cohort 2. Working on the website, marketing materials finishing the list to share the vote on and Jackie will decide on what goes on the website. Any questions on the pyramid model contact Jordan and/or Jackie.

Angela McS:

2025 ND Literacy Summit-CREA

Professional development – ND Indian education summit – will find on the DPI website.



Kayla S - Reminder on Parent's Lead as a resource for families, caregivers, and professionals. You can find more, including materials for order, at [parentslead.org](https://parentslead.org). We will be working on bringing in more Early Childhood resources soon.

Our division has been working with the University of Connecticut through our System of Care federal funding to train parent and caregiver peer supports. These are parents or caregivers with lived experience in navigating some part of our child serving system. Our first cohort was trained this spring and we are working to not only train more peers, but professionalize the role, including adding the position to the Human Service Centers. There is much more to come on parent and caregiver peer support over the next few years.

Save the Date for our upcoming conference. More information will be coming soon with a link to register and session details.



**TOPIC: ICC COMMITTEE REPORTS**

No updates.

**TOPIC: APPROVAL OF APRIL MINUTES**

A motion was made by Missi Baranko and seconded by Shannon Grave to approve the April 10, 2025, meeting minutes. Motion carried.