

EXECUTIVE ORDER 92-10

ESTABLISHING THE STATE INTERAGENCY COORDINATING COUNCIL FOR INFANTS AND TODDLERS WITH DISABILITIES AND THEIR FAMILIES

This Executive Order implements the authority granted to the Governor by Substitute Senate Bill 6428 (Chapter 198, Section 15 and Section 17, Laws of Washington, 1992), the Individuals with Disabilities Education Act (IDEA) (Public Law 102-119, Part H), and requirements for states participating with the Office of Special Education Part H grants (34 CFR, Part 303). The purpose of those acts and regulations is to move toward a collaborative and comprehensive statewide system of early intervention services for infants and toddlers with disabilities and their families. To do so, it is desirable to establish a council to advise and assist the Department of Social and Health Services and the other participating state agencies on a broad range of policy and coordination issues.

NOW, THEREFORE, I, Booth Gardner, do hereby establish the Washington State Interagency Coordinating Council for Infants and Toddlers with Disabilities and Their Families.

1. Council Formation and Membership:

The Council shall comprise at least 15 members but not more than 25 members, of which a majority of the voting appointees shall constitute a quorum. Members of the Council shall be appointed by the Governor, and the Governor shall designate the chairperson of the Council. State executive and legislative appointees shall be ex-officio, non-voting members and shall not be designated as chairperson or hold other Council office. Terms of membership shall be three years, with the exception that initial appointments shall be staggered in order to assure continuity of the Council: one-third shall be appointed for one-year terms, one-third shall be appointed for two-year terms, and one-third shall be appointed for three-year terms. Members may be appointed for two consecutive terms. If a member resigns before completing a term, a new member may be appointed to serve out the remainder of that term.

To achieve a balanced membership on the Council, appointments shall be made with consideration given to geographic representation, gender, and ethnic and cultural diversity.

Membership of the Council shall be as follows:

A. At least twenty percent of the members shall be parents of infants, toddlers, or children aged twelve or under with disabilities. These members shall have knowledge of or experience with programs for infants, toddlers, and children with disabilities. At least one of these members shall be a parent of an infant, toddler, or child with a disability aged six or younger.

B. At least twenty percent of the members shall be public or private providers of early intervention services.

C. At least one member shall be involved in training personnel who provide early intervention services.

D. The Washington State Departments of Community Development, Health, Social and Health Services, and Services for the Blind, the Office of the Superintendent of Public Instruction, and the Office of the Insurance Commissioner shall each be represented by at least one non-voting member.

E. At least one non-voting member shall be from the State Legislature.

F. Other members may include representatives from other appropriate areas such as the Bureau of Indian Affairs, Indian Health Services or Tribal Councils.

2. Role of the Council:

A. The Council shall advise and assist the Department of Social and Health Services (DSHS) and the other participating state agencies in coordinating, developing and implementing policies that constitute the statewide system of early intervention services, including:

1. Identifying sources of fiscal and other support for services for the early intervention programs;
2. Assigning financial responsibilities to the appropriate agency;
3. Promoting interagency agreements; and
4. Providing appropriate services for children aged birth through five.

B. The Council shall assist DSHS and the other participating state agencies in coordinating, developing and implementing the statewide system of early intervention services by establishing a process that includes:

1. Seeking information from service providers, service coordinators, parents, and others about any federal, state, or local policies that impede timely service delivery;
2. Taking steps to ensure that any policy problems are resolved; and
3. Achieving the full participation, coordination, and cooperation of all appropriate public agencies in the state.

C. To the extent appropriate, the Council shall assist the Department of Social and Health Services in resolving disputes.

D. The Council shall work with county early childhood interagency councils to coordinate and enhance existing early intervention services and assist communities to meet the needs of infants and toddlers with disabilities and their families.

E. The Council shall advise and assist DSHS in preparing applications for federal grants under IDEA, Part H.

F. The Council may advise and assist DSHS in preparing budgets as necessary to carry out the Council's functions.

G. The Council I shall advise and assist the Office of the Superintendent of Public Instruction regarding the transition of toddlers with disabilities into services provided by that agency.

H. The Council shall prepare all reports to the Governor and federal officials as required by federal and state laws.

3. Meetings and Other Business:

A. The Council shall meet at least quarterly and in such places as it deems necessary.

B. No member of the Council may cast a vote on any matter that would provide direct financial benefit to that member or otherwise give the appearance of a conflict of interest.

C. The Department of Social and Health Services shall be the designated lead agency and shall provide administrative and staff support to the Council.

D. The Council, its activities and administrative support, and membership appointments shall be funded exclusively from and are contingent upon monies received under federal IDEA, Part H, or direct state appropriations.

E. Members may be reimbursed for expenses incurred in the performance of their duties in accordance with RCW 43.03.050 and 43.03.060 and the Department of Social and Health Services policies. Parent representatives may also be reimbursed for necessary child care.

4. This order shall take effect immediately.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the State of Washington to be affixed at Olympia this 18th day of November A.D., Nineteen hundred and ninety-two.

Booth Gardner
Governor of Washington

BY THE GOVERNOR:

Secretary of State
