

Bulletin

November 10, 2000

Minnesota Department of Human Services ■ 444 Lafayette Rd. ■ St. Paul, MN 55155

OF INTEREST TO

- County Directors
- DD Waiver Coordinators
- Special Education Directors
- County Supervisors
- County Public Health Nursing Directors

School Boards and County Boards Must Submit Governance Agreements for Children With Disabilities Ages 3-21

TOPIC
Developing governance agreements to coordinate local services as required by the Interagency Services for Children with Disabilities Act.

PURPOSE
Describe local responsibilities for developing governance agreements to serve children with disabilities.

CONTACT
Sue Benolken
State Programs Coordinator
651-582-1886
Sue.Benolken@state.mn.us

ACTION


Complete Governance Agreement

Phone contact
For TTY, contact Minnesota Relay Service at 1 (800) 627-3529

EFFECTIVE DATE

January 1, 2001

Minnesota Department of Human Services Continuing Care for Persons with Disabilities (CCPD) 444 Lafayette Road North St. Paul, Minnesota 55155-3872

SIGNED

MARIA R. GÓMEZ
Assistant Commissioner
Continuing Care

INTRODUCTION

State law requires county social services boards and local school boards to establish an interagency governance structure to coordinate local services for children with disabilities through the Interagency Services for Children with Disabilities Act [Minnesota Statutes, Sections 125A.023 and 125A.027].

These statutes outline the responsibilities of the county boards and school boards to develop and implement the coordinated system. It requires county boards and school boards in a community to establish an interagency governance structure and requires the State Interagency Committee (SIC) to develop guidelines for these local governance structures.

This interagency governance structure is responsible for creating a coordinated, multi disciplinary, interagency service system for children and youth, ages 3-21, and their families.

Communities may choose to organize under a joint powers agreement or an interagency agreement [Minnesota Statute, Section 125A.027, Subdivision l(a)]. County boards and school boards may use an existing interagency structure or create a new structure.

This document describes statutory requirements, local options, and expected components of the governance agreement. The State Interagency Committee's authority for providing this advice derives from Minnesota Statutes, Section 125A.023, Subdivision 4.

STATUTORY BACKGROUND

In 1998, the Minnesota Legislature passed the Interagency Services for Children with Disabilities Act [Minnesota Statutes, Sections 125A.023 and 125 A. 027] for children and youth with disabilities aged 3 -21.

The purpose of this legislation is to assure the development of a coordinated interagency service system for children and youth with disabilities throughout Minnesota

It is not the intent of the statute to displace or abandon existing interagency efforts, such as the children's mental health or family services collaboratives.

This document describes legislative requirements, some local options, and the expected local agreement components.

GOVERNANCE REQUIREMENTS AND OPTIONS

Local communities have choices about how to organize an interagency coordinated system. Existing interagency structures may be used as an organizational structure. Currently, all communities have at least one interagency structure serving children with disabilities.

Most of the major collaboratives and interagency committees serve some children included within the target population defined by Minnesota Statutes, Section 125 A.023. This population includes children and youth aged 3-21 with disabilities. The State Interagency Committee (SIC) has further interpreted this to include those who are seeking services from two or more agencies.

It is the responsibility of county boards and school boards to design their community's partnership and facilitate the system needed to coordinate services. The first phase of the governance structure development is applicable to children up to age 5 or kindergarten entrance age.

Amendments to existing agreements or new agreements need to be established and submitted for children up to age 5 or kindergarten entrance age by January 1, 2001.

EXISTING INTERAGENCY STRUCTURE OPTIONS

Communities may select from, add to, or merge a governance structure from among the following interagency structures:

□ **INTERAGENCY EARLY INTERVENTION COMMITTEES (IEICS)**

IEICs have responsibilities for managing a system of interagency services for young children with disabilities, aged 0-3 and have statutory responsibilities to address to coordination of a system for children with disabilities, aged 3-5.

□ **COMMUNITY TRANSITION INTERAGENCY COMMITTEES (CTICS)**

CTICs have responsibility for developing systems that facilitate the development, support, and improvement of transition services for youth with disabilities, aged 14-21.

□ **CHILDREN'S MENTAL HEALTH COLLABORATIVES**

Children's Mental Health Collaboratives include as part of their population, children with mental health concerns who would meet the target population definition.

▪ **FAMILY SERVICES COLLABORATIVES (FSCS)**

FSCs serve children who could meet the definition.

▪ **CHILDREN'S MENTAL HEALTH & FAMILY SERVICES COLLABORATIVES**

Both of these collaboratives have made choices regarding the ages and concerns that those collaboratives address.

Communities may also create a new interagency structure.

EXPECTED COMPONENTS OF A GOVERNANCE STRUCTURE

The State Interagency Committee (SIC) expects the following components to be included in local governance agreements:

AGENCY & COMMUNITY IDENTIFIERS

A description of:

- * agency and community partners, geographic boundaries, relationships with existing collaboratives or interagency committees

ROLES & RESPONSIBILITIES

An outline of roles and responsibilities of the agencies involved including:

- interagency identification and assessment process
- coordination of services methods
- use of and participation in developing and implementing the Standardized Written Plan
- provision, payment, and facilitation of payment for services

OTHER

Guidelines and procedure for:

- methods of dispute resolution
- methods of collecting and sharing data
- evaluation of the success of the interagency effort
- an interagency training plan
- identification of services and resources that are to be coordinated

TECHNICAL ASSISTANCE TO COMMUNITIES

The State Interagency Committee (SIC), in addition to developing governance guidelines, provides other technical assistance to local areas implementing this legislation. Please contact Sue Benolken (651) 582-1886, to request assistance.

Sample interagency agreements, as well as some information on joint powers agreements, were sent to local administrators and interagency personnel in your area in December 1999.

Additional technical assistance materials will be coming soon, including a draft of the State Interagency Agreement and sample language to address the necessary components.

SUBMISSION OF GOVERNANCE AGREEMENTS

PLEASE SUBMIT YOUR GOVERNANCE AGREEMENTS BY JANUARY 1,2001 TO:

**SUE BENOLKEN
MN DEPT. OF HUMAN SERVICES
444 LAFAYETTE ROAD
ST PAUL MN 55155-3872**

Thank you for your attention and for the work you do on behalf of children and their families. Please contact Sue Benolken at 651-582-1886 with any questions or concerns.

LEGAL AUTHORITY

Minnesota Statutes, Sections 125A.023 and 125A.027

SPECIAL NEEDS

Upon request, this information will be made available in an alternative format, such as Braille, large print, or audiotape.



DEVELOPING AN AGE 3-21 GOVERNANCE AGREEMENT

**GUIDELINES FOR LOCAL PARTNERS SERVING
CHILDREN AND YOUTH WITH DISABILITIES AND
THEIR FAMILIES**

INTRODUCTION

State law requires County Boards and School Boards to establish an interagency governance structure to coordinate local services for children with disabilities through the Interagency Services for Children with Disabilities Act [Minnesota Statutes 125A.023 and 125A.027].

These statutes outline the responsibilities of the County Boards and School Boards to develop and implement this system locally. It requires County Boards and School Boards in a community to establish an interagency governance structure and requires the State Interagency Committee (SIC) to develop guidelines for these local governance structures.

This interagency governance structure is responsible for creating a coordinated, multidisciplinary, interagency service system for children and youth, aged 3-21, and their families.

Communities may choose to organize under a joint powers agreement or an interagency agreement [Minnesota Statute 125A.027, Subdivision 1(a)]. County Boards and School Boards may use any existing interagency structure or create a new structure.

This document describes statutory requirements, local options, and expected components of the governance agreement. The State Interagency Committee's authority for providing this advice derives from Minnesota Statute 125A.023, Subdivision 4.

STATUTORY BACKGROUND

The 1998, the Minnesota Legislature passed the Interagency Services for Children with Disabilities Act [Minnesota Statutes 125A.023 and 125A.027] for children and youth with disabilities ages 3-21.

The purpose of this legislation is to assure the development of a coordinated interagency service system for children and youth with disabilities throughout Minnesota.

It is not the intent of the statute to displace or abandon existing interagency efforts, such as collaboratives.

This document describes legislative requirements, some local options, the expected local agreement components.

GOVERNANCE REQUIREMENTS & OPTIONS

Local communities have choices about how they will organize their interagency coordinated system. Existing interagency structures may be used as an organizational structure. Currently, all communities have at least one interagency structure serving children with disabilities.

Most of the major collaboratives and interagency committees serve some children included within the target population. As defined by [Minnesota Statute 125A.023] this includes children and youth with disabilities aged 3-21. The State Interagency Committee (SIC) has further defined this to include those who are seeking services from two or more agencies.

It is the responsibility of County Boards and School Boards to design their community's partnership and facilitate the system needed to coordinate services. The first phase of the governance structure development is applicable to children up to age 5 or kindergarten entrance.

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January 1,2001 to:**

**Sue Benolken Minnesota
Department of Human
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Road St Paul, MN 55155**

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