

CENTRAL INDIANA FIRST STEPS

Full Council Comm. Meeting

1/10/20 Date

Name	Agency	Changes to current contact info
1. Sarah Bailey	Infancy onward	
2. Victoria Ballard	Indianapolis Healthy Start Agency	
3. Jill Sanders	Old National Trail	
4. Rhonda Jackson	MSD of Decatur Township	
5. Amy Lehman	About Special Kids	
6. Kathy Berman	Ed Team / MARSPOE	
7. Sandy David Sterne	VIP'S	
8. Molly Creeke	KOL Noble	
9. Cindy Lawrence	CDHHE	
10. Melissa Myers	Collab For Kids	
11. Terri Holm	Parent	
12. Colleen Wassermann	Feeding Friends	
13. Teri Williams	Pedipkay	
14. Angela Dine	SPOK	
15.		

CENTRAL INDIANA FIRST STEPS

_____ Meeting

_____ Date

Name	Agency	Changes to current contact info
1. Jason Berry	GTC	
2. Katharine Haraguan	ESC	
3. Pamela Sims	CPI	
4. Katherine Llanusa	LPCC	
5. Stacy Johns	LPCC	
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**Full LPCC Committee Meeting Agenda
January 10, 2020**

- 1) Introductions**
- 2) Approval of Minutes**
- 3) Fiscal Update**
- 4) SPOE Updates**
- 5) LPCC Committee Activity**
- 6) Complaints/Concerns**
- 7) Announcement/Close**

**CENTRAL INDIANA FIRST STEPS
LOCAL PLANNING & COORDINATING COUNCIL
Cluster G Full LPCC Meeting Minutes
January 10, 2020**

Present: Sarah Bailey-Infancy Onward, Victoria Ballard-Indpls Healthy Start, Jill Sanders-Accord, Rhonda Jackson-Old National Trail, Amy Lahrman-Decatur Township, Kathy Berman-ASK, Polly Hines-ED Team, David Sterne-VIPS, Molly Cleek-Kids Only, Cindy Lawrence-CDHHE, Melissa Myers-Collab For Kids, Terri Holmes-Parent, Colleen Wasemann-Feeding Friends, Teri Williams-PediPlay, Angela Dick-SPOE, Jason Berty-CTC, Katherine Hargreaves-ESC, Pamela Humes-Covering Kids and Families, Debbi Davis- SPOE, Stacy Williams-council, Katarina Groves-council

Agenda Items	Discussion	Action Items
Introductions	<ul style="list-style-type: none"> Stacy opened up the meeting with introductions. 	
Approval of Minutes	<ul style="list-style-type: none"> Stacy asked the group to review the minutes from the last Full Council meeting and to note any changes needing to be made. Molly asked to have the bullet on page four in announcements regarding legislative ride- alongs stricken from the minutes. Molly made a motion to approve the minutes with the abovementioned change to the minutes; Teri seconded the motion. The motion carried and the minutes were approved. 	
Fiscal Update	<ul style="list-style-type: none"> Debbi shared that the SPOE is under budget, as expected, and explained that the budget increase was mostly allocated to personnel. Ten new SC positions were budgeted, but it will likely take most of the fiscal year to fill all of those positions. T With normal turnover, 5 new positions have been added so far. Debbi reminded the committee that the budget also includes funds for a divider wall or the conference room, as well as a new phone system. Stacy shared that the LPCC is looking at hiring another Council Coordinator. The budget is showing a slight overage and this is due to supply orders. Debbi shared that she has She has been in communication with the state to find out if they will allow unused funds to roll over to next fiscal year. This is not typically allowed, but she is hopeful that they may consider a one time exception. 	
SPOE Updates	<ul style="list-style-type: none"> Debbi shared that the SC starting salary was increased and this appears to have had a positive impact on recruiting. Debbi provided an overview of the results from the 	

	<p>Fall Quality Review.</p> <ul style="list-style-type: none"> • The 30 day start date continues to be an issue at 95% for the cluster and is largely attributed to increased referrals and not enough provider availability. This is a statewide issue. • The Natural Environment Indicator was at 100% for the cluster. • The Birth to one year olds with IFSP's continues to be above target at 1.95%. • The Birth to Three target is at 4.92% out of a 3.84% target. • The 45 day timeline continues to be an issue with increased referrals and the ED Team's schedule being pushed out. This is getting better and the SPOE has hired 4 new providers to help meet the demand. Debbi stated that she and the other SPOE's continue to discuss this issue with state staff to make sure they are aware of the issues. • The Transition Targets continue to be on the high end. The 30 month referral to LEA's is an automatic process. Annual IFSP's are being written before expiration with little concern in this area. • The Prior Written Notice indicator is at 96.8%. • Income Documentation is at 100%. • Insurance Documentation is at 98%. • Debbi asked the group to review the child outcomes measures. She noted that the cluster has been consistently close to the targets for these measures. • 	
<p>LPCC Committee Activity</p>	<ul style="list-style-type: none"> • Stacy provided the committee a summary of committee activities. <ul style="list-style-type: none"> ➤ <u>Public Awareness/Child Find Committee-</u> This committee looks at data for the cluster, such as referrals and referral source data. The Council continues to assist with the DCS Referral process. The new hire for the council will be responsible for this process going forward. Sydney and Rachel, Team Managers with the SPOE most recently conducted a video interview with Dr. Giese and the benefits of EI and the program. They plan to post it on Facebook soon. The THINK meeting continues to take place up in Tipton County at the Pizza Shack on a quarterly basis. The council continues to provide brochures to doctor offices and 	

	<p>other community partners in the cluster. There needs to be a big effort to increase the outreach effort in Hendricks County.</p> <ul style="list-style-type: none"> ➤ <u>Transition Committee</u>- Stacy shared that there are several new LEA's and districts represented on the council. Most recently an effort has been made to meet with newer LEA representatives and to obtain signatures on the updated Transition MOA. This committee will also be hosting the Next Steps Transition Event for First Steps families at the Wayne Township Preschool on March 5th from 6-8pm. This event allows families to ask questions about the case conference process, tour a bus and classroom. Final plans will be made with Jeanne Baldwin, Wayne Township LEA. ➤ <u>Provider Issues</u>- This committee continues to focus on SPOE/Agency processes and updates. Most recently there was a Specialty Provider luncheon where several providers came to get updates and training on the Teamwork case management system. This committee is focused on provider recruitment and retention as this is a crucial issue right now. ➤ <u>Executive Committee</u>- The members of this committee are elected by the full council and represent all counties in the cluster. This group has been working on ongoing public awareness for the program and making sure that all stakeholders are aware of what the program is all about. Anyone who sits on the council who has an interest or experience in public awareness/advocacy is welcome to join in on Executive Meetings. The next meeting will be held after this meeting. Will also be discussing the Annual Meeting planning. 	
Complaints/Concerns	<ul style="list-style-type: none"> • Stacy shared that there was one concern from a family this quarter regarding an ED Team member. The issue was resolved. 	
Announcements/Close	<ul style="list-style-type: none"> • PCG is the new contractor that is working on a new statewide data management system . It will be a platform for case management, billing and provider enrollment. They are getting a lot of feedback from providers and other stakeholders to ensure that they have all the bases covered for the 	<p>Next Meeting: Annual Meeting: TBD</p>

	<p>new system.</p> <ul style="list-style-type: none">• The First Steps Conference is scheduled for June 11-June 12th this year down in Bloomington again. They are currently accepting presenter proposals.• Rep. Clere has written House Bill 1176 and it is now posted online. It deals with insurance recovery for the program and removes prior authorization so that insurance companies cannot deny claims.• No further announcements were made and the meeting was adjourned.	
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Respectfully submitted,
Katarina Groves