

Date: 6/17/20	Oversight Meeting Minutes
Attendance	Shannon Berrisford, Katie Callan, Clare Mann, Wendy Hensley, Deanna Kornaus, Mariann Frigo, Mandi Rumph, Melissa Killian, Kelly (Kidworks), Urszula, Toni Modglin, Amy Ellis, and Vicki
Call to Order/ Review Meeting Minutes	Reviewed and approved March minutes. Toni motioned to approve and Amy Ellis 2 nd .
Spoe Report/Spoe Needs	Reviewed monthly referrals summary. Referrals are down due to Covid-19. Average Age at referral: 17 months is the average age for referrals at this time. One Day Child Count: Reviewed and numbers are about the same Average Time from Referrals to IFSP: Average days are currently 33 days. The amount of time went down slightly from last year. Referral Sources by County: Top referral sources are parents, DCS, and doctors in all counties. Referrals during Covid-19: Each cluster is listed with a week by week report with monthly totals at the bottom. Cluster A has done very well during Covid-19. Shannon has continued to identify DCS kids and contact them through Covid-19 and Northwest Indiana continued Well Child checks during Covid-19 and this helped keep referral numbers up.
Agency Update	Fiscal Report: The fiscal year is coming to a close. We are currently trying to position ourselves for anticipated budget cuts on the next contract. HR Reports: One new Spanish speaking employee to take out over Ryan's caseload.
Assessment Team Committee	Continuing to do evaluations virtually at this time. In person evaluations are being scheduled for July. AT members will not bring bags or toys, will have a sheet to sit on, and will wear masks/shields while in homes. Therapists completing evaluations are the same as before.
Data Review Committee	Data Review: Laura only had to write a QIP on 30 day starts. Most of the reasons for being late were due to doctor's signatures. Profile Report: Reviewed. Average cost per child in Cluster A is slightly higher than the state average. Clare explained that the reason for some of the variances in the different counties are due to the number of children being served in each county and the level of care each child needs. For example, LaPorte County has a high number of drug exposed babies receiving more services, but they have a smaller population to spread the cost over.
Transition Committees	Ended for the year in April. They will start again in November, Feb, and April. Typically there is a breakfast in Sept, but we are unsure of how that will work at this point.
Child Find	Faxed outreach to over 100 doctor's offices to notify them that we are still taking referrals back in April. Laura has been working on the Facebook account. We are getting new outreach materials for doctor's offices. Previously, we would do the ASQ for DCS cases with no concerns. We are now doing evaluation for all of these children which helps get a better picture.

	There have been 63 drug exposed babies in utero since January.
Coordinator Report	Nothing new with committees at this point. Healthy Families just had a meeting in Lake County.
New Business	No new state staff. One new employee, Denyse Vasquez. We are still doing virtual services. There are resources on our website. The state provided great handouts for visits. -NorthShore has added two new pediatric providers. Please let Toni know if you have any issues getting doctor's signatures. If you fax to the wrong office, it can sit for a few days until it's directed to the correct offices.
Adjournment	Next Meeting is Sept 9 th .