

<b>Date: 12/9/20</b>	<b>Oversight Meeting Minutes</b>
<b>Attendance</b>	Laura Guistolisi, Shannon Berrisford, Megan Kochvar, Melissa Killian, Deanna Kornaus, Katie Callan, Clare Mann, Mandi Rumph, Tracy Hall, Wendy Hensley, Stacy Webb, Amy Ellis, Kelly (Kidworks), Sue Swindeman, Toni (NorthShore), Cottrell Sanders
<b>Call to Order/ Review Meeting Minutes</b>	Reviewed Sept 2020 meeting minutes. Minutes approved by Toni Modglin. Second Amy Ellis.
<b>SPOE Reports/ SPOE Needs</b>	Reviewed Referral numbers. Referrals are slowing rising. SPOE is currently sending all DCS referrals straight to an evaluation rather than screening them. Reviewed average age at referral, which remains at 17 months. The one day child count is slightly lower than September and the average days from referral to IFSP has slightly decreases. The primary referral sources in each county are Parents, Doctors and DCS.
<b>Agency Update</b>	Fiscal Report reviewed. HR report reviewed. No new employees or resignations this quarter.
<b>Assessment Team Committee</b>	Evaluations are still being done virtually at regular times unless there are special circumstances. No changes in AT members.
<b>Data Review</b>	Reviewed Data reports. State completed their QR visit last week and results were positive. Profile reports are posted on the states website, but they have not been updated since 6/2020.
<b>Transition Committees</b>	Shannon and Laura are currently scheduling all transition committee meetings virtually.
<b>Child Find</b>	Outreach through Facebook is being utilized as much as possible. NWI FS has over 1,000 followers. All DCS referrals are being scheduled for full evaluations. Shannon has been doing a great job following up on the lists sent from DCS each month. Continuing to monitor babies with drug exposure in-utero.
<b>Coordinators Report</b>	Reviewed committees that Shannon and Laura serve on to represent 1 <sup>st</sup> Steps.
<b>New Business</b>	No new state or SPOE employee updates. Reviewed EIHub blackout dates for provider enrollment and credentialing. Make sure all your providers are enrolled prior to blackout dates for a smooth transition to EIHub. Trainings will be down while the state upgrades their system. New video trainings will be posted to EIHub. FS Conference will be held virtually this year June 10 and 11.
<b>Old Business</b>	No concerns or complaints. For Covid-19 Policies, please go to the states website. SPOE Staff continue to work from home. Ongoing Provider services are being determined by each agency, ISDH guidelines, and family preferences.

<b>Adjournment</b>	Meeting Adjourned. Next meeting is scheduled for March 10 @ 9:00.