

Date: 9/8/21	LPCC/Oversight Meeting Minutes
Attendance	Shannon Berrisford, Deanna Kornaus, Mandi Rumph (Milestone), Amy Ellis (Homefront), Lindi Gubbins (Franciscan), Sue Swindeman (weeCare), Melissa Killian, Megan Kochvar, Kelly Twardosz (Kidworks), Ed Palmisano (preschool services Jasper county), Hannah Evans (new SC), Tracy Hall (Jacob's Ladder), Laura Guistolisi, Amy Cherven (new SC), Shannon Huffman (new SC), Stacy Webb (Homefront)
Call to Order/ Review Meeting Minutes	Reviewed Meeting Minutes from June 2021, Kelly motioned to approve, Amy second approval. Minutes approved at 9:10am.
Spoe Report/Spoe Needs	Weekly Referral Count Covid: Overview of weekly referrals for 2021. Compared monthly referrals for 2019, 2020, and 2021. In general, 2020 had the lowest referral numbers after March. 2021 referrals have been exceptionally high lately – over 300 referrals in 3 months so far this year. 2021 numbers are higher consistently than 2020 and 2019. Provider Shortage: Seems to be a shortage for all providers in all areas across the board.
Agency Update	Fiscal Report: Salaries are still highest expense. No unusual expenditures. Ended the year slightly over budget, which was planned. HR Reports: Cluster A hired 4 new SCs from the last meeting. Hannah Evans had been hired, but her start date was 6/28 so she hadn't started.
Assessment Team Committee	Scheduling Update: Time slots are the same. All evals are being done in-person, unless the family is requesting virtual. There might be some last minute changes to virtual, but the plan is to do in-person. Also running close to the 45 th day. Assessment Team Members: Some Jacob's Ladder providers are doing assessments in North Lake county. Sue Bowen (ST) is moving and her last day with First Steps is 9/30/21. Will still be available for virtual evaluations, if needed.
Data Review Committee	QR Data Review: Files were reviewed internally in June. State staff does a spot-check of some of the meetings on the list. No feedback received identifying systemic issues. Another list should be received in September. Profile reports are not being done currently. Format might look different with the new system.
Transition Committees	Meetings are three times a year. The last meetings for this school year were done in May. First meeting is for all of the areas on 9/22/21. Then they will return to individual committee meetings. These meetings are to ensure smooth transitions when children leave First Steps. All transition committee meetings took place via Teams this year. This has worked well and seems to allow more people to attend than when meeting in person. All transition committee meetings will be completed virtually this year again.
Child Find	Summary of Outreach: Shannon and Laura have some provider fairs coming up in the next few months. Also sending brochures out and meeting with the school staff because there have been a lot of changes there. Drug Exposure – As of the beginning of September, there have been 115 babies born with drug exposure.

Coordinator Report	Outside Committee Involvement: Healthy Families Advisory Boards- Lake, Porter, LaPorte Counties; Step Ahead Newton and Jasper counties.
New Business	No new state or SPOE staff. SPOE has hired 5 new SCs since June.
Old Business	EIHub: Went live on March 8. They are still working out the bugs of the system. No new complaints SPOE is using the Indiana State Covid Guide – if a county turns red, we will switch to doing meetings/evals virtually, if they desire. All SPOE staff is also wearing masks to all meetings, regardless of vaccination status.
Adjournment	Next Meeting is December 8 th , 2021 Adjourned 9:25am