

Date: 9/21/22	LPCC/Oversight Meeting Minutes
Attendance	Laura Guistolisi, Shannon Berrisford, Amy Ellis, Melissa Killian, Megan Kochvar, Sue Swindeman, Kelly Twardosz, Stacy Webb, Lauren Clark, Clare Mann, Natalie Myers, Mariann Frigo, Urszula Krygowski, Kristine Besch, Eva Nadler, Lindi Gubbins
Call to Order/ Review Meeting Minutes	Approved: Amy Ellis Second: Sue Swindeman Mariann Frigo noted that she was not listed as in attendance for the June meeting, and had been there. June minutes will be adjusted to reflect her attendance.
Spoe Report/Spoe Needs	Monthly Referral Count Comparison 2019-2021. Jan-Aug referral totals were compared. Referrals are staying consistently high in cluster A and are higher than pre-covid. So far, 2022 referral numbers are the highest of the past four years. SPOE Needs: providers shortage are being seen across the State. The Cluster A pending provider list currently has 55 children on it who are waiting for provider availability.
Agency Update	Fiscal Report: Clare reviewed the fiscal report. There are no unusual expenditures for this quarter. The fiscal year ended in June 2022. HT report: Reviewed by Laura. Cluster A is fully staffed and has 31 total employees – 30 full time and 1 part time.
Assessment Team Committee	Scheduling Update: Evaluations are scheduled in two hour time slots – 8:00, 10:00, 12:00, 2:00 and 4:00. Most are in person. Wednesday evaluation are being done virtually. Luz Cruz DT has joined the Assessment team and will be evaluating on Fridays starting in October. This gives Cluster A another pairing on Fridays.
Data Review Committee	QR Data Review: The State QR team is reviewing Cluster A files this week via Teamwork. They are looking at Initial IFSPs, Annual IFSPs, and transition meetings. They are reviewing for timely start of services, cost participation, income documentation, insurance, PHS and timely completion of meetings. Supervisors meet with coordinators monthly to review caseloads. Profile Reports: None
Transition Committees	Shannon and Laura continue to meet with transition committees. Meetings are done virtually and starting this year will be combined to include all counties served in Cluster A. In prior years there were 3 separate transition committees, so that members did not have to travel to attend. The four meetings for the 2022-2023 school year are scheduled Oct 5, Nov 2, Feb 1 st and April 5 th .
Child Find	Summary of Outreach: Materials are being passed out continually. Northwest Indiana Facebook has over 1200 followers. All DCS referrals are scheduled for a full evaluation. LPCC coordinators continue to attend advisory board meetings for Health families in Porter, Lake and Laporte Counties. Attended Camp Collaboration Provider Fair – First Things First Porter County – Aug 17 th , 2022. Infants with Drug Exposure In-Utero: Shannon continues to track these referrals. So far in 2022 there have been 52 referrals for infants with drug exposure. This is down from this time last year (110).

Coordinator Report	Outside Committee Involvement: Step ahead in Newton/Jasper, Healthy Families Lake, Porter and LaPorte, IPQIC, First Things First
New Business	State Staff: Sondra Tartar resigned. The state will be hiring three new employees. SPOE Staff: Cluster A is fully staffer First Steps Conference: June 8-9, 2023. Proposals are being accepted until Nov 1 to present at the conference.
Old Business	EIHub: Coordinator in each office have been testing the completion of intakes in the EIHub. Family interview will be completed at the intake along with a social history and uploaded to Teamwork, as the social history is not embedded in the EIHub. All coordinators will start completing intakes in the EIHub in the upcoming months. Concern/Complaints: Shannon reviewed – there was one concern which was resolved
Adjournment	Next Meeting is 12/14/22 at 9:00am via Zoom