

Mid-North Indiana First Steps Oversight Council

September 22, 2022

Meeting Minutes

- Attendees:

Christian Swisher: Agency Director- Therapy Solutions

Susie Luyster: Coordinator Supervisor

Janet Mota: Cluster D Director

Amy Ellis: Agency Director- Homefront

Kelly Wright: Head Start Director- Howard County

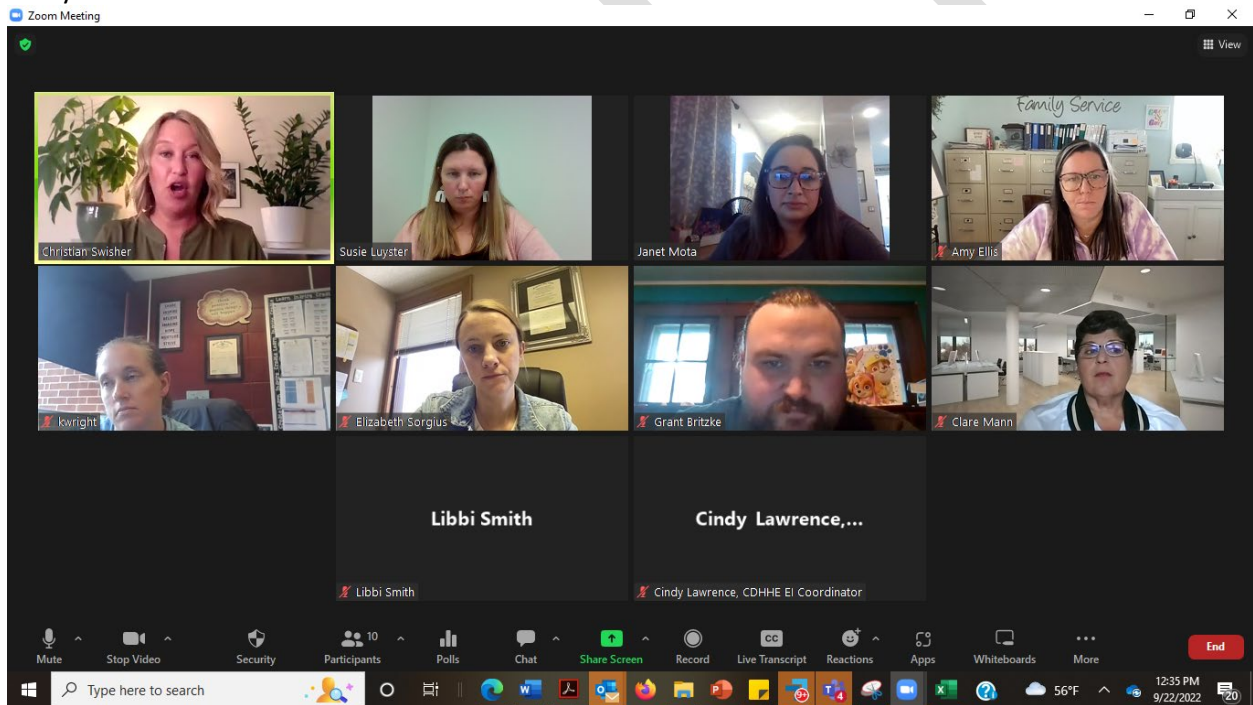
Elizabeth Sorguis: Transition Team representative- Joint Services

Grant Britkze: The Childcare Resource and Referral Network

Clare Mann: 1st Kids Fiscal Agency Director

Libbi Smith: Pregnancy Navigator-Healthy Communities

Cindy Lawrence: CDHHE EI Coordinator



- Motion to Approve Last Meeting's Notes

- Amy Ellis motioned to approve.
- Elizabeth Sorguis seconded.

- SPOE Updates:

- Discussed referral sources.
- Explained that state used to be able to run reports. Unfortunately, those reports cannot be produced at this current time. We would love to be able to track children, how they move through the plan.

4. 1st Kids Update

- Reports-
Referral Count

- Nothing new here.

Fiscal Report from July 1 to June 30

- We ended the year by overspending. That was by design and approved by the board. We get the allocations in one lump sum and the agency divides into their own categories- 90% of budget is spent on salaries. At this point in the new fiscal year, we have not have any unusual expenses.

HR Report for March-May 2022

- 15 full-time employees; 1 new employee; 1 employee left after report was run; new hire starting on October 3rd
- 2 vacant spots open; Lafayette has been a hard area to hire for. This cluster typically gets several employees affiliated with the University, but the time is brief. We were able to hire one intern.
- We discussed using Indeed to promote job openings.
- We also use word of mouth and social media. We do promote using social media to current employees.
- It was discussed that Purdue internship program is an excellent program.

5. Agency Updates:

Therapy Solutions-

- hired an OT for Benton County (part-time), lost a DT (Montgomery/Tippecanoe), maintaining the rest of the staff
- lots of referrals; statewide issues with providers- very full and trying to squeeze kids in when they can
- starting conversations with service frequencies- thinking outside of the box but not overwhelming with kids, trying to focus on attendance policies; several providers have left because of lack of sessions and families not showing up for appointments
- some families are against virtual therapy but agency can provide it

Homefront:

- Providers are maxed out- trying to make alternations to their schedule
- hired a DT for the Lebanon area, had one DT move from one area to another but still in Cluster D
- providers struggling with no shows or lack of scheduling- then not getting paid because the session didn't happen
- Providers are really getting frustrated with trying to track families down.

Locally, SPOES are limited on what they can do to help prevent no shows. Agencies explained it is hard when one agency discharges a family due to no shows knowing the coordinator will just go to another agency and ask for the provider. Therapy Solutions mentioned that on their clinic side, if family no shows, they can still bill for reimbursement. First Steps can't. Cindy Lawrence from CDHHE also feels the frustration.

6. Community Partners Updates:

1. The Childcare Resource and Referral Network
 - i. Event on 11-12-22 at the office in Downtown Lafayette.
 - ii. Trying to let parents know when childcares open up.
 - iii. Training and assistance went to a new contractor.

iv. On a state level- might be able to get some kind of training but not anything on a local level.

2. Head Start

i. Numbers are up, waitlist is very long, working on hiring staff.

3. Healthy Communities of Clinton County

i. Libbi Smith- Baby Shower coming up (20 vendors and 30+ moms signed up. Lots of free stuff)!! Amy Hill will be representing First Steps at the event.

4. CDHHE

i. New state staff=full team.

ii. Trained 4 new Parent Advisors

iii. S3 Story Time via Zoom- 3rd Monday of the month at 10:30, just started recording them. They are available on YouTube. Cindy will be sending link to share with families.

7. Child Find:

8. New Business:

- Hired Grace Lynch- Tippecanoe, Shelley Center- Clinton, Maggie Mroczkiewicz- Boone. Marselle will be starting October 3rd-Tippecanoe.
- HR and Management team are interviewing more next week.
- Staff is starting to work more in EI Hub.
- First Steps Conference will be in person next year- will be in June.

9. Concerns/complaints:

- No official concerns or complaints have been logged since last quarterly meeting.

Assessment team meetings are quarterly, will be meeting in December. Assessment team is offering both in person and virtual evaluations, also struggling with families no showing or missing evaluations.

State Audit: Just started this month, will be reviewing all clusters.

Transition Team Committee: SPOE will be transitioning to EI Hub.

We will continue to meet quarterly, keeping in mind the holiday season and summer break (since LPCC Meetings and Transition Team Meetings are usually on the same day). Management to discuss this schedule moving forward.

****NEXT LPCC MEETING- 11/16/2022 @ 12:00PM EST****