

Mid-North Indiana First Steps Oversight Council

January 19, 2023

Meeting Minutes

Amy started meeting on 1/19/23 @ 12:05 pm.

Last meeting's minutes were approved.

Introductions:

Amy Hill (LPCC Coordinator), Janet Mota (SPOE Director), Susie Luyster (Service Coordinator (SC) Supervisor), Clare Mann (Executive Director of 1st Kids, Inc.), Sarah Dennis (SC for Howard, Boone), Maggie Mroczkiewicz (SC for Boone), Tiffany Vivo (Parent), Natasha Watkins (Co-Director of Human Studies Department/Internship Placement Coordinator), Hillary Ott (K1ds Count Agency), Kelsey Keefer Johnson (K1ds Count), Latifa Cox (K1ds Count), Amy Ellis (Homefront Director), David Sterne (VIPS), Christian Swisher (Therapy Solutions Director), Connie Young (Director of Outreach/First Steps State Team), Barbara Sanders (Family Engagement Manager/First Steps State Team), Grant Britzke (The Childcare Resource & Referral Network), Gwyndyn Seabolt (Area V), Jessica Thompson (DCS/Relative Support Specialist), Katherine Jay (Community Navigator at White County United Way), Elise Basiletti (CDHHE)

SPOE Reports:

Referral count summary: We are able to provide a summary by Cluster. Report is month by month and year by year. Ended last year at 2,310 referrals. Discussed that in January and back to school time, referrals tend to increase. They tend to level out after that.

Fiscal report: Sometimes the report is behind. Amy will send this out. We received a funding increase from the state. Those funds went into personal salaries- 94% to salaries. Able to raise SC starting rate at \$47,000. Raised existing employees accordingly. Will end within budget or slightly outside.

HR Report: Cluster D has 17 employees. All are full time. 1 new employee since last report. Almost fully staffed. One more position to fill. We have an accepted new offer and she will start at the end of this month.

Agency Updates:

State has been allowing new agencies to have a slow roll. Allows them to slowly build. Cluster A has a new agency that is doing some behavioral evaluations. Clare will be checking with that agency to see what they are able to cover.

K1ds Count- New Agency that will be starting soon. They are based out of Brownsburg. They have been around about 8 years. Will be covering Marion County and some of Boone County. Their goal is to pull children off the waitlist and go from there. Will be starting with ST & OT.

Homefront- In good place. Providers are leveled out. New OT has been hired. Feels like they are in a good place right now.

Bona Vista: Unable to give update.

Therapy Solutions: Hired an OT since last meeting. Not lost anyone since last meeting. Retaining providers. Working on enrolling a PT. SLP out on medical leave. Other SLPS have been helping to cover while SLP is out. Has a DT that is out on maternity leave. Starting to be in good place. Trying to recruit new providers.

Assessment Team:

Management team do meet with Assessment Team. Assessment team and management team just met last month. Referrals have been high and in order to accommodate we do provide virtual evaluations. If family requests in person, we do make that happen.

State Audit:

Just had state audit last quarter. Shared results with council. Discussed certain timelines. All Clusters have been struggling with 30 day starts. As an organization, we are working to make sure those timelines are met and documented properly. Providers have 30 days to get started within 30 days of IFSP. The 30 day late starts include both SPOE and provider conflicts. Family assessment is now being offered at intake instead at Initial IFSP and that has stopped families from declining it. State has sent out a new medical summary form that is now being used. The hope is that with this document it will allow providers to start even before a doctor signature is received on IFSP. Discussed that medical summary should help cover providers in providing services while we wait on dr signature. The medical summary replaced the PHS (Physician's Health Summary) that would be sent at intake. An example of the medical summary was share with the council.

Transition Team Committee:

Reviewed who is on transition team committee (Staff, Head Starts/Early Head Starts and LEAs.) There were several updates at the September meeting.

Coordinator Outreach:

List of outreach events and meetings was included in agenda. Included list of upcoming meetings.

New Business:

New hire starting at the end of January. We had a new intern start this month. She is a part time intern. She is in the process of learning how to do intake meetings.

High referrals- this is a trend that referrals are high during January.

First Steps Conference- Early Bird registration is open. There is both an in person and virtual option. Great Keynote speakers. The main room will be live streamed. There is a pre-conference on Thursday. There is a block of rooms next to the Convention Center. There is a family track if families want to attend.

LPCC Structure: Amy has been reaching to grow our council. Please send any suggestions to Amy. There are certain requirements per the bylaws and would love to make sure all of those requirements are met.

Ei Hub: The data system that First Steps uses. Still working on shifting over to complete all meetings. Ei Hub continues to grow and the hope that everything will be shifted over there. More than likely Head Start will not have access to that program because of the security.

Discussed that coordinators enter intakes into system. This includes creating and signing cost participation. They are also completing 9-month reviews, which include verifying information. The vision for Ei Hub is for providers, SCs and providers being able to work collaboratively through the Hub.

Concerns:

Received online concern. Was addressed immediately. It was a misunderstanding and issue has been resolved.

Meetings are quarterly. Currently they are virtual. No discussion of moving to in person at this time.

COMMUNITY AGENCY UPDATES:

VIPS Update: Has had several providers leave. Working on getting new providers in. Referrals continue to be high. Does have a high waiting list. Can take a while depending on where child lives. David is one of the main providers in Cluster D. Able to provide some virtual services as well. They are trying to get children in as well.

Katherine Jay: United Way through White County provides several services. Please refer families to her for any concerns or needs. She will do her best to get them in touch with the appropriate resource.

Barbara: Hoping to be able to provide more interactions with families through the state.

Meeting adjourned at 1/19/23 @ 1:12 pm.

Natasha Watkins - Purdue HDFS 12:02 PM

Hello! Good to be here...so far 😊

Margaret Mroczkiewicz to Everyone 12:05 PM

Maggie Mroczkiewicz - SC for Boone County

bdugdale to Everyone 12:05 PM

Brooklyn Dugdale- Director, Bona Vista Programs

Barbara Sanders to Everyone 12:05 PM

Hi! I'm Barbara Sanders...I'm the new Family Engagement Manager for First Steps.

Gwyndyn Seabolt to Everyone 12:05 PM

Gwyndyn Seabolt

Area Five Head Start, Mental Health and Disabilities Manager

gseabolt@areafive.com

Hillary Ott, MSOT, OTR/L (K1ds Count Therapy) to Everyone 12:05 PM

Hillary Ott- Co-Chief Clinical Officer at K1ds Count Therapy, LLC (new agency!)

Tiffney Vivo, Therapprove to Everyone 12:05 PM

Hello Everyone! I'm Tiffney Vivo and I'm representing parents for 1st Steps

Katherine Jay to Everyone 12:05 PM

Katherine Jay, Community Navigator, White County United Way: katherine@whitecountyunitedway, 219-207-9637.

David Sterne to Everyone 12:05 PM

David Sterne, VIPS, provider and admin

Natasha Watkins - Purdue HDFS to Everyone 12:05 PM

Natasha Watkins---Internship Co-Coordinator, Purdue Human Dev and Family Studies

Grant Britzke to Everyone 12:05 PM

Grant Britzke, Community Engagement Specialist, The Child Care Resource Network (CCR&R for 27 counties from Tippecanoe to Howard to Allen)

David Sterne to Everyone 12:06 PM

VIPS serves the entire state

Christian Swisher to Everyone 12:06 PM

Christian Swisher, Director of First Steps with Therapy Solutions.

Kelsey Keefer to Everyone 12:06 PM

Kelsey (Keefer) Johnson - Director of Outpatient and School Services, also from K1ds Count Therapy, a new agency!

Jessica Thompson (DCS RSS) to Everyone 12:06 PM

Jessica Thompson- DCS Relative Support Specialist for Region 9, jessica.thompson@dcs.in.gov

Latifa Cox to Everyone 12:06 PM

Hi! Latifa Cox-Director of Outpatient Administration at K1dsCount Therapy (new provider)

Sarah Dennis to Everyone 12:06 PM

Sarah Dennis- SC Boone & Howard Counties

Amy Ellis to Everyone 12:06 PM

Amy Ellis

Homefront Family Services Director