North East & North Central

Indiana First Steps

Oversight Council Meeting Agenda

Meeting Minutes

February 8th, 2022

9:30am-10:15am EST

Chair: Amy Ellis

Vice Chair: Donna Driscoll

Participants: Abigail Rager, Abigail West, Amy Ellis, Amy Ferguson, Brigette Fairchild-Leazenby, Brooke Ebel, Cathy German, Charity Smith, Chelsea Beard, Cindy Lawrence, Clare Mann, Connie Young, Donna Driscoll, Deanna Wolf, Grant Britzke, Holly Johnson, Jaimie Burks, Janet Ballard, Jessica Blea, Jessica Tomasino, Jodi Curtis, Julie Petrowsky, Leah Kurz, Lily Osborn, Lydia Otiato, Megan Drzewiecki, Nancy Moore, Noel Weibel, Paula Fox, Renee Springer, Stefanie Hanks, Stephanie Ihnen, and Tina Northern.

1. Call to Order & Introductions
2. November 2021 Meeting Minutes\*
	1. November 2021 Meeting Minutes were reviewed and were motioned to be approved by Paula Fox and the motion was seconded by Donna Driscoll.
3. SPOE Report
	1. Since switching to EI Hub we have struggled with running reports, however our internal referral numbers excel document, which goes back three years, was provided. The clusters have bounced back nicely in terms of referrals since COVID and referral are steady.
	2. The Fall Findings Letter’s for Cluster B and Cluster C were provided. The LPCC Coordinator provided some examples of the indicators the letters reviewed and that both Clusters had done a nice job. Janet Ballard explained in the fall they started their virtual rounds to all the SPOEs to collect Quarter One Data and from that data the letters are created and distributed. Each SPOE then has one year to correct any issues and all SPOES have corrected the issues.
4. Coordinator Report
	1. The LPCC Coordinator reported outreach has continued to go well. This past quarter the LPCC Coordinator has continued to update Facebook, post in mom’s groups and coordinate with DCS and NICUs. The LPCC mailed out First Steps brochures/information to 25 Pregnancy and Early to Learn Programs. The LPCC mailed out the 0-12mo milestone flyer to NICU’s and 22 Birthing Centers and faxed First Steps information and the referral form to 858 Physician’s and Nurse Practitioner’s at 329 locations. The LPCC Coordinator had also been scheduled to present at two virtual Library events, however one was cancelled due to a lack of interest and the second presentation had one family attend. We have seen this past year that outreach to trusted community members such as doctors, DCS, daycares, and social service agencies has a large impact on referrals then direct parent outreach. This next quarter the focus will shift focus to DCS.
	2. Resiliency Feedback for Learn the Signs Act Early Program: The LPCC Coordinator asked for any resources currently being used to support resiliency in staff, families or children. Abi West reported they have used and like the Wellness Mindfulness videos from Dr. Adam Saenz through the IEPRC Website (through DEO) as well as information from Dr. Laure Desautels. The LPCC Coordinator will pass these resources onto Steve Viehweg with Learn the Signs Act Early.
5. 1st Kids Agency Update
	1. The fiscal report for both Cluster B and Cluster C were provided and reviewed. Our fiscal year ends in June 2022, and we expect to end on budget. We did see a spike in travel as Coordinators went back in the field, but then a drop as Coordinators did more virtual meetings. Salaries continue to be the highest expenditure.
	2. The HR report for September through November 2021 was provided. Cluster C hasn’t had much turnover expect we have extracted people form Cluster C to work in other Cluster’s. There has been turnover throughout the 1st Kids agency. While the last funding increase allowed for salaries to be competitive at the time it has been quickly outpaced. 1st Kids had an insurance increase of 27% and even with the agency increasing their contribution there were resignations due to it. We will continue to see turn over as for-profit agencies can offer higher wages and we are locked into our funding. 1st Kids is working in other ways to increase support to retain employees.
6. Assessment Team
	1. Our new scheduler, Hannah, has been with us a few months and is doing a very nice job. Cluster B is having a lot of evaluation cancellations, but since they are being completed virtually, we have been able to fill them as we go. Virtual assessments have helped accommodate families getting in sooner.
7. New Business
	1. No community updates.
8. Old Business
	1. No old business.
9. Announcements
	1. Connie young announced they are going to continue with Indian’s Early Intervention Conference being in person in Bloomington on June 9th-10th and registration is open. Connie also announced that they have begun the Family Guided Routines Based Intervention roll out. Amy Ellis reported Infancy Onward spoke at their staff meeting and their staff was very complementary of them.
	2. Grant Britzke reported the Build Learn Grow Scholarship has been extended through June 2022. Grant Britzke reported they are really focused on working with employers to learn about family friendly practices for their employees who have young children.
10. Adjournment
	1. Grant Britzke motioned to adjourn the meeting and the motion was seconded by Nancy Moore.

\*Indicates an attached document.

Coming up next:

Cluster C Transition Committee Meetings: Tuesday March 22nd, 2022 at 10:00 am EST

Cluster B Transition Committee Meetings: Tuesday March 29th, 2022 at 10:00 am EST

LPCC Oversight & Child Find Meetings: Tuesday May 10th, 2022 at 9:30 am EST