North East & North Central

Indiana First Steps

Oversight Council Meeting Minutes

August 10th, 2021

9:32 am – 10:32 am EST via Zoom

Participants: Abby Rager, Allie Sutherland, Amy Ellis, Andy (ASL Interpreter), Brigette Fairchild-Leazenby, Brittnee Smith, Brooke Ebel, Carey Michela, Charity Smith, Cheri , Clare Mann, Connie Young, Donna Driscoll, Elizabeth Wahl, Grant Britzke, Holly Johnson, Jaimie Burks, Janet Ballard, Jennifer Shank, Jesse, Jessica Blea, Jodi Curtis, Julie Petrowsky, Leah Kurz, Lily Osborn, Lori Hundt, M Adams, Meg Warnock, Mary Ellen Schreck, Miranda Barta, Nancy Moore, Noel Weibel, Paula Fox, Renee Springer, Rhian Fertil, Stacie Rogers, Stephanie Ihnen, Tammy Pifer, Theresa Eldridge

Chair: Nancy Moore

Vice Chair: Donna Driscoll

1. Call to Order & Introductions
	1. The meeting was called to order over zoom by Nancy Moore. With all attendees and their names visible no introductions were needed.
2. May 2021 Meeting Minutes
	1. May 2021 Meeting Minutes were reviewed a motion to approve was made by Amy Ellis and seconded by Rhian Fertil.
3. Parent Share with Miranda Barta
	1. Miranda has graciously agreed to join our First Steps LPCC Council Meetings and began to share, but unfortunately there was an internet connection issue, and she was not able to finish sharing her experience. We plan on having Miranda join our next meeting and share as a Parent Representative.
4. SPOE Report
	1. Referrals: With EI Hub we have been unable to run the SPOE report. Clare provided referrals numbers for Cluster A, B, C, and D for the past three years. Cluster B referrals look steady, but Cluster C referrals do seem a little low. SPOE and agencies within Cluster C reported that they have felt busy despite what the numbers show. The dip is not yet alarming as caseload numbers have been holding steady. We will continue to monitor referrals and referral data.
5. Coordinator Report
	1. Child Find Activities: LPCC Coordinator gave a shout out to Grant Britzke and Amanda Torres with the Child Care Resource and Referral Network as they were able to provide the LPCC Coordinator with a list of daycares. LPCC Coordinator sent about 500 emails out to daycare’s providing information on First Steps and offering trainings and brochures. As a result, SC has had more conversations with daycare providers and mailed out brochures. SC presented to Early Head Start Kosciusko County. SC provided new brochures to DSANI Director. SC met with the SW at Lutheran’s NICU and Dupont NICU. LPCC Coordinator continues to reach out to DCS caseworkers and obtain referrals. LPCC is now turning attention to Early Head Start, Healthy Families, and Social Services agencies before circling back to physicians.
	2. Pat on the Back Award Winners include Barb Comer (PNE)for providing practical everyday advice and tips, Bethany Davidson (PNE) for easing a family into First Steps and suggesting other services to meet additional needs, and Kendall LaFave (PNE) for providing education and a new understanding to parents.
6. 1st Kids Agency Update
	1. Fiscal Report: There were no unusual expenses. While B and C overspent slightly it was anticipated and covered by the other 1st Kids Clusters as one contract is assigned to 1st Kids and the funds are then distributed through the four clusters. 1st Kids ended on budget.
	2. HR Report: We were steady over the first year of COVID, but recently have had more turnover for a number of reasons including moving out of state, going back to school, or finding other jobs. Cluster C has hired one new coordinator who works out of the Marion office and is fully staffed. Cluster B has hired two new coordinators starting soon and is still hiring.
7. Assessment Team
	1. Assessment teams are back in the homes. Cluster B is scheduled about two weeks out and Cluster C is scheduled about three weeks out. Evaluations are going well and if a family requests a virtual assessment, we are accommodating those requests.
8. New Business
	1. Nominations for a new Chairperson: Nancy Moore has been the Chairperson for many years and has asked to open nominations up to a new Chair. LPCC reported that we need to set a date to have all nominations submitted by and then a date to vote by. LPCC suggested that we have all nominations submitted by 9/1/21 and then vote at the next meeting. No one objected to this proposal, so we are moving forward with this timeline. Nancy Moore nominated Amy Ellis. Amy Ellis asked if anyone else was interested such as Grant Britzke. Grant said he would need to check to see if that was a possibility as they hold another of the state’s contracts, and he needs to make sure it is not a conflict of interest. Amy and Grant are pending and will let LPCC Coordinator know if they are able and interested. All other nominations/volunteers should be emailed to Abby Rager by 9/1/21. We will then vote at the next LPCC meeting in November.
	2. Carey Michels presented on the PROMISE Program that recently launched throughout the state of Indiana.
	3. Community Updates
		1. Rhian Fertil, FWCS, reported that at the beginning of the school year they will continue to complete transition meetings virtually and will re-evaluate this in September.
		2. Grant Brizke, Childcare Resource and Referral Network, reported that the Build, Learn, Grow Scholarship has been extended through March of 2022 and that this is for any essential worker and can cover 20-80% of the cost of childcare for those under twelve years of age at participating programs.
9. Old Business
	1. Connie Young reported that it has been wonderful to attend LPCC meetings throughout the state. She reminded everyone the Infancy Onward Conference is coming up.
10. Announcements
11. Adjournment
	1. Paula Fox motioned to adjourn and Amy Ellis seconded. Meeting adjourned.

Coming up next:

Cluster C Transition Committee Meeting: Tuesday September 21st , 2021 at 10:00 am EST

Custer B Transition Committee Meeting: Tuesday September 28th, 2021 at 10:00 am EST

LPCC & Child Find Meeting: Tuesday November 16th, 2021 at 9:30 am EST