

Date: 6/21/23	Oversight Meeting Minutes
Attendance	Laura Guistolisi, Shannon Berrisford, Lauren Clark, Clare Mann, Megan Kochvar, Melissa Killian, Mariann Frigo, Sue Swindeman, Sheryl Chambers, Amy Torres, Ashely Guitierrez, Barbara Sanders, Christine Lundquist, Connie Young, Danette Seamon, Elise Basiletti, Eva Nadler, Holly Coddington, Jerry Bendinelli, Kelly Twardosz, Lindi Gubbins, Maria Trajkov, Mariana Barquet, Urszula Krygowski
Call to Order/ Review Meeting Minutes	March minutes approved – 1 st Mariann Frigo and 2 nd Sheryl Chambers
Spoe Reports/Spoe Needs	Monthly referral count comparison 2019-2023 Every month except April in 2023, over 300 referrals-referrals are high Still using PN list but getting better currently there are only 11 kids on it, compared to 40 in December
Agency Update	Fiscal Report-contract year ends June 30 th . Might go slightly over budget. There was a jump in payroll costs due to the state giving funds in December. This helped increase salaries HR Report-they run January through March and April through June, etc. Today we discussed the report through March
Assessment Team Committee	AT schedule continues to schedule in 2 hour time slots 8 am, 10 am, 12 pm, 2 pm and 4 pm Virtual evaluations are being offered to get evaluations done quicker. A team does virtual evaluations on Wednesday and Mariann Frigo her team has been completed some on Thursdays as well Evaluations are currently being scheduled 3-4 weeks out. Clare reported the goal is 2 weeks out No changes in AT members Sue Bowen and Leah Weskamp are completing Annual paper reviews for children over 30 months at time of evaluation or have medical eligibility
Data Review Committee	Supervisors meet with coordinators and go over caseloads for internal quality review. LPCC Coordinators will be meeting with the State Team sometime in the upcoming months to discuss data that the State may be able to provide to the SPOES for the LPCCs to share. Connie reported Maggie is currently at a conference focused on data review.
Transition Committees	Done for the year. The new committee will start up in September. Committee meets in September, November, February, and April. All meetings are virtual, this has helped with attendance. Most of the coordinators attend the meetings. Mariann stated she attended a session at the First Steps conference where they brainstormed ideas about smooth transitions to the school. Mariann would like to attend the transition meeting in September and talk about the session. If anyone is interested in attending the transition committee meetings, contact Shannon Berrisford (sberrisford@1st-kids.org)
Child Find	First Steps Facebook is up to 1298 followers Laura talked about activity log-we have attended a lot of health fairs in various counties and collaborated with other agencies. Infants with drug exposure-89 of the 115 DCS referrals included children exposed to drugs. Mariann asked what

	<p>information is tracked-Shannon stated she tracks date of referral, outcome, county child lives in, and drug exposed to. Shannon stated she would provide this information at upcoming Oversight meetings.</p>
Coordinators Report	<p>Laura and Shannon are involved with various committees-Healthy Families, Step Ahead, Indiana Perinatal Quality Improvement Collaborative, Porter County Wellness Coalition, Project ECHO and First Things First. They also attend quarterly State LPCC Committee meetings</p> <p>For the IPQIC committee, Laura asked if there were agencies that complete screenings- Kidworks reported they are doing screenings for infants up to 12 months every Thursday morning and screening for children 1 year to 5 years once a month CDHHE completes comprehensive assessments with the kids receiving their services at ages 15, 24 and 30 months</p>
New Business	<p>State Staff-Amy Torres new Training Manager The State Staff has a total of 9 people</p> <p>SPOE Staff-we recently hired 4 staff, 3 have started (one in April and 2 in May) and 1 will start in September. We are planning to hire another one in September and then 2 more will start after the first of the year. By doing this, new coordinators will be able to build a caseload and not have to jump into one. By the end of 2025 there will be 35 coordinators in Custer A. Clare talked about the hiring plan in all the offices. Cluster A has had the highest amount of referrals consistently. Clare shared that the hiring process has gone quickly.</p>
Old Business	<p>2023-2024 Executive Committee List: Lake County-Mariann Frigo Porter County-Urszula Krygowski Newton County-Natalie Meyers Jasper County-Stacy Webb Laporte County-Mariann Frigo Starke/Pulaski County-still needed Will revisit in September for Starke/Pulaksi representative</p> <p>EI Hub-continuing to see new features rolling out. Coordinators are completing Intakes, Intake Terms and 3Q in EI Hub</p> <p>No concerns were filed this quarter</p>

Announcements

JL received a grant to do hearing screening. The grant covers North Lake County (Whiting, Hammond, East Chicago, Gary). They have put in a second request for a grant for South Lake County, Porter and Laporte. With this grant, they can offer hearing screenings to First Steps families.

CDHHE has a new website/portal. The website contains reports and resources <https://www.in.gov/health/cdhhe/referrals>

Next meeting: September 20th 2023 @ 9 am via zoom