

<b>Date: 12/14/22</b>	<b>LPCC/Oversight Meeting Minutes</b>
<b>Attendance</b>	Laura Guistolisi, Shannon Berrisford, Melissa Killian, Megan Kochvar, Dr. Natalie Krivas, Katie Goodwell, Amanda Passmore, Michael Rivera, Teresa Hanson, Sue Swindeman, Kelly Twardosz, Elisa Basiletti, Mandi Meyers, Connie Young, Lauren Clark, Clare Mann, Natalie Myers, Mariann Frigo, Urszula Krygowski, Eva Nadler, Lindi Gubbins
<b>Call to Order/ Review Meeting Minutes</b>	Approved: Marianne Frigo Second: Urszula Krygowski
<b>Spoe Report/Spoe Needs</b>	Monthly Referral Count Comparison 2019-2021. Jan-Aug referral totals were compared. Referrals are staying consistently high in cluster A. SPOE Needs: providers shortage are being seen across the State. The Cluster A pending provider is lower than at the prior meeting.
<b>Agency Update</b>	Fiscal Report: Clare reviewed the fiscal report. We are almost half way through the Fiscal year and there are no unusual expenditures for this quarter. Mileage is now done on laserfische. HR report: Reviewed by Laura. Cluster A is fully staffed and has 31 total employees – 30 full time and 1 part time. There was one resignation this quarter. The position was filled with a previous employee.
<b>Assessment Team Committee</b>	Scheduling Update: Evaluations are scheduled in two hour time slots – 8:00, 10:00, 12:00, 2:00 and 4:00. Most are in person. There is currently one team doing virtual evaluations on Wednesdays. They usually complete 4-5 evals. There have been no changes in Assessment Team members.
<b>Data Review Committee</b>	QR Data Review: Cluster A has received preliminary results from the State QR review. A meeting is scheduled December 19 <sup>th</sup> to discuss the results. There were several missing 10 days notices. This could be due to them being in packets from previous meetings. There were also several late starts noted. Supervisors meet with coordinators monthly to review caseloads and check paperwork for internal quality review. Profile Reports: None
<b>Transition Committees</b>	Shannon and Laura continue to meet with transition committees. Meetings are done virtually and include all counties served in Cluster A. Attendance has been greater with the meetings being held virtually. The first two meetings were held Oct 5, and Nov 2. The final two are scheduled Feb 1 <sup>st</sup> and April 5 <sup>th</sup> .
<b>Child Find</b>	Summary of Outreach: Materials are being passed out continually. Northwest Indiana Facebook now has 1246 followers. All DCS referrals are scheduled for a full evaluation. LPCC coordinators continue to attend advisory board meetings for Health families in Porter, Lake and Laporte Counties. LPCC coordinators provided brochures to Healthy Families Porter county, Met with Jessie Sluder from Center for Possibilities. Shannon attends the monthly Project Echo meeting. Infants with Drug Exposure In-Utero: Shannon continues to track these referrals. This year there have been 74 total referrals, down from 157 last year. This could be impacted by how they are tracked and if the initial referral has that information included on it.

	Cluster A 2023 Outreach calendar – Laura shared the 2023 outreach calendar. Going forward in 2023, LPCC Coordinators will focus on a different community partner monthly for outreach. The calendar is a guide and could change depending on other obligations.
<b>Coordinator Report</b>	Outside Committee Involvement: Step ahead in Newton/Jasper, Healthy Families Lake, Porter and LaPorte, IPQIC, First Things First Porter County, Porter County Wellness Coalition, Quarterly LPCC State Committee Meetings.
<b>New Business</b>	State Staff: Katie Goodwell – First Steps Program Services Manager. Connie also added that Marie Terese Sanders was hired as the Data Manager and Barbara Sanders as the family engagement Manager. In January a training manager will be added. SPOE Staff: Cluster A is fully staffed Executive Committee Nominations – Cluster A currently needs nominations for Lake, Starke and Pulaski Counties. We will have some new LPCC Committee members start in March, so this will be revisited at the March meeting.
<b>Old Business</b>	EIHub: Coordinator in each office are completing Intakes and 3Q meetings in the EIHub. Concern/Complaints: Shannon reviewed – there were two concerns this quarter. Both were resolved. EI Conference – June 8-9 <sup>th</sup> . Registration is open. The virtual option is only available for the Friday sessions.
<b>Adjournment</b>	Next Meeting is 12/15/2023 at 9:00am via Zoom