

<b>Date: 3/20/24</b>	<b>Oversight Meeting Minutes</b>
<b>Attendance</b>	Laura Guistolisi, Shannon Berrisford, Melissa Killian, Megan Kochvar, Lauren Clark, Clare Mann, Angie Merryman, Katie Callan, Loni Elmore, Sue Swindeman, Kelly Twardosz, Amy Ellis, Kamie Cermak, Maria Trajkov, Mariann Frigo, Amie Goulet, Caitlin Stacy, Lindi Gubbins, Charm Mosley, Teresa Hansen, Mandi Meyer, Urszula Krygowski, Carolyn Mack, Kathryn Horn, Lucy Zook, Addison McGeary, Eva Nadler, Elise Basiletti, Stacy Webb
<b>Call to Order/ Review Meeting Minutes</b>	<p>Presentation:  BISC Project Associate- Addison McGeary, Kathryn Hoen and Lucy Zook presented  BISC is a federally funded, randomized controlled study. Targeted intervention for toddlers 30 months and younger. The focus is on social communication at preverbal level. Autism diagnosis is not required. Parents have central role. BISC provides research tested, developmentally sequenced curriculum. Stipend offered for families and providers. Handouts provided and included link for interested providers. Will be recruiting for about 3 years</p> <p>Minutes approved  1<sup>st</sup>- Amy Ellis  2<sup>nd</sup>-Lindi Gubbins</p>
<b>SPOE Reports/SPOE Needs</b>	Monthly referral count comparison 2019-2024: increasing in referrals yearly (except in 2020) 3620 in 2023 SPOE needs-provider shortage is improving. Only 6 needed on pending provider list
<b>Agency Update</b>	Fiscal Report-July to February 2024-90% of budget salary/benefits, no unusual expenses, will finish within budget HR Report-October 2023-December 2023-33 employees, 1 part time, no terminations this last quarter Cluster A By Law Reviewed Annually-email Laura if you think something needs to be looked at Executive Committee Review 2024-2025-all spots have been filled in each county
<b>Assessment Team Committee</b>	no changes since last meeting- still scheduling 2 hr time slots for evaluations: 8 am, 10 am, 12 pm, 2 pm and 4 pm we offer virtual slots in Wednesdays to get families in earlier Evaluations are currently being scheduled about 2 weeks out New Assessment team member-Kate Mahoney DT (Wee Care) will do evaluations on Fridays Sue Bowen and Leah Weskamp complete all Annual Paper Reviews
<b>Data Review Committee</b>	SC supervisors review caseloads with coordinators and check meeting paperwork July-October 2023 files will be reviewed by State QR Team Findings Letter reviewed. Finding on 30 day starts-out of compliance. Everything else in compliance
<b>Transition Committees</b>	Transition Committee meets in October, December, February, and April this year. All meetings are virtual, this has helped with attendance. Most of the coordinators attend the meetings. If anyone is interested in attending the transition committee meetings, contact Shannon Berrisford ( <a href="mailto:sberrisford@1st-kids.org">sberrisford@1st-kids.org</a> ). All meetings are 9 am cst

<b>Child Find</b>	<p>Laura talked about activity log-we focus on a specific group every month in addition to committees we are on Partnering with PNW social work program on a project about teletherapy. Kidworks (Urszula) has been a huge part of it and coordinated the therapists and families who would be participating.</p> <p>Infants with drug exposure-Shannon provided summary on 2023 referrals broken down by county. Total DCS referrals in 2023=333, number of infants exposed to drugs=201</p> <p>Shannon attended DCS Stakeholder meeting March 6<sup>th</sup> and was able to connect with Supervisor from Region 2. Laura and Shannon will be doing presentations at DCS offices in Starke and Newton County</p>
<b>Coordinators Report</b>	<p>Laura and Shannon are involved with various committees-Healthy Families, Step Ahead, Indiana Perinatal Quality Improvement Collaborative, Porter County Wellness Coalition, and First Things First. They also attend quarterly State LPCC Committee meetings.</p>
<b>New Business</b>	<p>State Staff-no new state staff</p> <p>SPOE Staff- Cluster A hired 3 new coordinators who started in February-Kamie, Kenzie and Amie</p> <p>We also hired one new staff member to start in August</p> <p>We are currently looking to hire someone to cover Crown Point, Cedar Lake, Lowell and some of the outlying areas</p> <p>We will be hiring 2 additional coordinators in July/August and then assessing caseload numbers to determine how many additional SCs will be needed in the fall</p>
<b>Old Business</b>	<p>EI Hub continues to expand. Coordinators are completing Intake Terms, Intakes and 3Q in EI Hub</p> <p>Concerns/Complaints: 2 concerns were filed this quarter.</p> <p><b>Announcements</b></p> <p>St. Joseph's -will be doing 2 presentations at First Steps conference.</p> <p>St. Joseph's is offering Brain Bubbles April 22<sup>nd</sup> @ Dunebrook in Laporte, open to all families.</p> <p>CDHHE/St Joseph's said there seems to be some confusion about the different services they offer. Elise and Caitlin summed them up:</p> <p>PA covers a lot of topics, not a speech therapist.</p> <p>Listening and Spoken Language provider targets auditory skills like brain development, they do not sign.</p> <p>Deaf Mentor focus on sign language</p> <p>Next meeting: June 19<sup>th</sup>, 2024 @ 9 am via zoom</p>