

Date: 9/18/24	Oversight Meeting Minutes
Attendance	Laura Guistolisi, Shannon Berrisford, Melissa Killian, Megan Kochvar, Lauren Clark, Clare Mann, Angie Merryman, Teresa Hansen, Teresa Stack, Sue Swindeman, Urszula Krygowski, Kelly Twardosz, Demetria Doby, Mariann Frigo, Mandi Meyer, Sarah Ellis, Ashley Guterrez, Christy Lundquist, Elise Cinati, Deborah Sura, Lindi Gubbins, Cait Mitchell, Kara Fuentes, Kelly Roth, Lindsay Devers, Malerie Boylan, Caitlin Stacy, Natalie Meyers, Eva Nadler, Jenna
Call to Order/ Review Meeting Minutes	Presentation-Kelly Roth from Crown Cranial and Orthotics (located in Crown Point). No referral is needed for evaluation June 2024 minutes approved 1 st - Mariann Frigo 2 nd -Mandi Meyer
SPOE Reports/SPOE Needs	Monthly referral count comparison 2019-2024: referrals continue to increase. Over 300 monthly SPOE needs-provider shortage is improving. 21 needed on pending provider list
Agency Update	Clare reviewed-Fiscal year ended June 30 th 2024, over budget slightly but expected due to Cluster A being a large cluster No unusual expenses, primary expense salaries New fiscal year started July 1 st 2024 HR Report-runs a quarter behind. At end of June 2024 35 employees, 2 resignations
Assessment Team Committee	Continuing to schedule in 2 hour time slots-8 am, 10 am, 12 pm, 2 pm and 4 pm One team doing virtual evaluations on Wednesdays. They schedule 2 evaluations-one in Lake County and one in Porter County. There is another team who is virtual 2 times a month. They rotate one Lake County day and one Porter County day Additional evaluations are offered virtually as needed to get evaluation done sooner when referrals are high and evaluations are running close to 45 th day Evaluations are being scheduled close to the 45 th day on some areas due to high referral numbers Assessment Team Members-Tiffany Stinson PT is doing virtual evaluations (was in person but in school now)
Data Review Committee	QR Review-received preliminary results A lot of cost participation data missing but it was actually kids that were closed in EI Hub and they needed to be reopened in order to see the signed cost participation, so we were not out of compliance Late 30 day starts for initials and annuals, but it has improved since the last QR review July of 2023 data reviewed
Transition Committees	Transition Committee meets in September, November, 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 (sberrisford@1st-kids.org). All meetings are 9 am cst 30 month lists-sent to LEAs within 5 days of receiving each month Sent to SCs monthly to be used to confirm that the 30 month notices have been uploaded and all information was sent to

	the LEA for those families who have a signed school release
Child Find	Handout of activities Shannon and Laura completed over the last quarter Northwest Indiana First Steps Facebook up to 1402 followers Infants with drug exposure-to date we have received 309 DCS referrals and 180 of the referrals involved children exposed to drugs (as of the end of August). Mandi requested more info and statistical information on the DCS numbers such as how many go to referral, how many qualify, etc. Shannon stated that is a lot to track but she would work on it.
Coordinators Report	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, Care Coordination Skill Building Committee, and Health Services Advisory Committee and ICC Workforce Development Committee (just started in July). They also attend quarterly State LPCC Committee meetings.
New Business	State Staff-no new state staff Barbara Sanders-Family Engagement Manager-resigned SPOE Staff-3 resignations since last LPCC meeting (Holly, Danielle and Danette) New Coordinators-Kara Fuentes started in July Caitlin Mitchell started in August Malerie Boylan started in September (previously scheduler for First Steps) There will be 3 SCs starting in October-Alyssa Bries, Kimberly Johnson and Hannah Dykstra Mariann and Urszula talked about The Building Blocks Initiative with Lakeshore Media-There are 6 segments, and it starts in January. One of the segments focuses on First Steps and what Early Intervention is. Laura provided link in agenda.
Old Business	EI Hub continues to expand. Coordinators are completing Intake Terms, Intakes and 3Q in EI Hub Concerns/complaints-none this quarter
Announcements	Announcements-Jacob's Ladder is moving their academy to the Duneland YMCA and they will be offering swimming lessons. This will happen next month or so. Early Years Initiative still going well (this is where they provide screenings in daycares to identify delays sooner) Next meeting: December 11 th , 2024 @ 9 am via zoom