

First Steps South East First Steps South East

LPCC Quarterly Meeting – Cluster H

August 5, 2020

Call to Order

Meeting called to order.

Introductions and Inspirational Story

Two new Service Coordinator staff serving Cluster H were introduced: Jenny Goedl and Amy Kupeferer.

For the inspirational story, those present shared thanks that telehealth is an option and praised the State of Indiana for implementing telehealth quickly.

Another good news story was shared by Headstart: When they reopened on July 6th, the kids were very resilient. The kids had no meltdowns leaving their parents at arrival to the center even after being away from Headstart for 3 months.

Consent Agenda

Robin Cully motioned to approve, Scott Merkel seconds, motion approved.

Financial Report

Becky gave overview of financial report handout which shows the complete grant year from July 1, 2019 through June 30, 2020. The budget went over on personnel costs due to having three staff retirements that required payout for remaining accrued paid time-off. Adjustments were made to other budget areas to meet these obligations. There was a question from those present about the source of the small amount of additional funds listed, and Becky answered that First Steps South East receives a small amount of financial donations from people participating in United Way giving. Becky provided an update regarding the new budget year which started July 1, 2020. Despite FSSA implementing an overall 15% of FSSA, the allocation provided to the First Steps program grant has not been reduced for the year.

Other Business

- **Cluster Oversight and System Updates**
 - Provider Networks Update –
 - Hopewell, which serves Madison and Henry counties, has begun seeing an uptick in referrals. The referrals had been very slim in April. Some of the referred families are on hold because the family is not wanting telehealth. Hopewell began allowing home visits in early July at the discretion of families and providers. Hopewell reports 3 new providers have been recruited – 1 DT, 1 ST, and 1 OT. PT is most needed.
 - NCA, which serves all seven counties in Cluster H, states things are going well. The network has recruited a new PT as well as a new DTC, however,

they have lost an ST to the schools. With NCA, providers are given the choice to do home visits or telehealth. About 85% are doing home visits. Telehealth is a nice option, otherwise may lose some providers.

- Quality Assurance State Concern Log – There was one service coordinator issue dealt with.
- Cost Participation Suspensions – There is currently no one suspended for non-payment of cost participation. The state has encouraged flexibility for any families struggling to pay.
- Training Opportunities – The recent First Steps State Newsletter lists several training opportunities both by First Steps and provided by partner organizations. Sarah shared that she recently saw an announcement about an upcoming Early Childhood Special Education Conference coming up in November. She will share the information with Anne to send out.
- Statistical Reports – There were several handouts of various statistical reports.
 - The SPOE generated report for Referrals, Assessments, and IFSPs shows that referrals have been steady over the past few months, but are still lower than before COVID. Regarding assessments, some face to face assessments were offered for a trial period of three weeks, however during scheduling confirmation, there was difficulty getting adequate replies from families to pass the COVID screening. There have been some families on a scheduling waiting list who have chosen to wait for an in-person assessment. For IFSP counts comparison from 2019, the 2020 numbers are 59% lower for May, 47% lower in June and 30% lower in July. The statistics for Cluster H are prepared weekly and are distributed to the state, to the networks, and the assessment team each week. Discussion at the meeting included the question of could more outreach to doctors be done. It is difficult to know if the outreach done in May to doctors had any impact. There is a sentiment among those present that fewer children are being seen for well-child visits which leads to fewer referrals to First Steps.
 - The State generated Profile report for Cluster H and the entire state shows a one year count of children.
 - The SPOE generated report for “DCS No Concerns Referrals” for 2019 for Cluster H was provided. Anne reviewed the report which she did not feel showed any new trends from the 2018 report. Anne shared that the SPOE office has decided to invest in a one year subscription to an online version of the Ages and States screening tool in hopes that the tool may be a more convenient way for families to complete a screening versus the current method of sending the screening tool in the mail. Krista shared from her DCS experience that she finds family response is better electronically.
- **Old Business**
 - Quality Review Monitoring Update– During the most recent Quarterly reporting period of Jan – March, the only indicator out of compliance was the 30 day start of service, which was at 90% compliance. The state is scheduled to complete the annual onsite review virtually this year in the fall due to COVID concerns. In order to accommodate

the state's decision to review records virtually, a secure electronic record system has been created by our local SPOE and service coordinators have begun filing all documents electronically.

- LPCC Office Elections + Current Roster – This remains on hold due to dealing with COVID operational distractions.
 - Transition MOA Update for 2020 – There are only a few MOAs that have not been received yet and follow-up is being done. Anne asked the those present at today's meeting how things are going with transition recently. Scott with Anderson Community Schools says that they are working through the backlog of preschool evaluations that were delayed by the COVID shut down. The state has encouraged schools to consider ways to conduct evaluations virtually, however, Scott reports that in person evaluations are needed in many cases. Scott reports that completing the transition meetings virtually with First Steps services coordinators has been working great. However, Scott has been providing enrollment paperwork to families via the mail, and several times families have reported sending in the completed enrollment paperwork to him, but the mail is not getting to him.
- **New Business**
 - EI Hub with PCG – A trial of the system is planned for late fall. The roll out is planned for February 2021. Hopewell comments that they appreciate that PCG is giving options for input. Since the new system involves the internet, those present mentioned that Ball State is doing a study on families without internet.
 - COVID-19 Update – As mentioned earlier in the meeting, the First Steps assessments are being done via Zoom meeting or phone if Zoom is not possible. In person assessments were tried in July, but it was difficult for families to answer the COVID screening questions in advance, so the virtual assessments are primary method right now. Service Coordinators are holding meetings remotely via Zoom or phone. PPE has been supplied to staff. The SPOE office continues to watch the Governor's guidelines. The office is open.
 - New First Steps Logo – The First Steps program has adopted a new logo throughout the state.

Announcements and Updates

- First Steps State Outreach – Connie Young from the state First Steps office shared a variety of news and updates including the following: The state team has been able to attend local LPCC meetings around the state through technology. Technology has also offered the opportunity to deliver a variety of training to providers, including helping providers adapt to providing tele-therapy. The state is seeing a lot of innovation in the use of technology and it is possible that the tele-intervention options may be here to stay. Connie shared that she arranged to visit college classrooms virtually and continues to network with professional associations to promote First Steps including PT practicum and field experience opportunities.
- Next LPCC Meeting – November 4th. The meeting will likely be held virtually. Our usual in person meeting space of TRC Head Start is not opened up yet. Discussion about

considering using the Zoom platform ongoing to improve meeting accessibility. Robyn attends a Grant County Early Childhood group and the group will be trying to have concurrent meetings for in person with a Zoom option. Robyn will let us know how that goes.

Adjournment

Meeting adjourned.