

**First Steps South East  
LPCC Quarterly Meeting  
Cluster J  
February 21, 2020**

- I. Call to Order  
Called to order.
- II. Introductions and Inspirational Story.  
Introductions were completed.  
Inspirational Story provided by Sara Cummins. Sara's little girl, now a peer role model in developmental preschool, makes buddies with new preschoolers.
- III. Consent agenda items reviewed.  
Consent agenda items reviewed.  
Janice Hensley motion to approve consent agenda items. Approved.
- IV. Financial Report  
Financial report reviewed by Becky Haymond. There are no questions.
- V. Other Business
  - Cluster Oversight and System Updates
    - Provider Networks:
      - Pedisplay shared they have an additional person, Elaine, helping to coordinate the First Steps Services.
      - Becky Haymond from the SPOE reported she received an email from a Bedford resident interested in joining a provider agency.
      - Anne Dolan reported that she attended a PT student fair at U Indy to share information about career options as a First Steps provider.
      - All Kids Can reported they are looking for OT and ST providers to hire.
      - Pedisplay reports they are looking for DT to hire.
    - Quality Assurance - State Concern Log Report: There were three concerns logged this quarter. One is Service Coordinator related, and 2 were Provider issues. All have been resolved.
    - Cost Participation Suspensions – There are no families suspended, though a few payment issues are being resolved.
    - Training Opportunities – Training folder information reviewed including memo about make up sessions. Folder included INvision and First Steps newsletters. Folder included I-LEAD with new CCRR has trainings specific for First Steps. Folder included info about two upcoming webinars about family engagement by Julianne Wood. The ICC is looking at a variety of models of care including that by Julianne Wood. ICC recently voted on models and results will be known in March. Head Start already uses I-LEAD for trainings.
    - Statistics - Profile report reviewed.
  - Old Business
    - Quality Review Monitoring Update – The written reports are now available from the annual state review of SPOE files during the fall visit from the state. Becky Haymond discussed and walked through handouts of reports. Some noted items:
      - Over targets on number of child population served.
      - Quality indicator data- good on social, a little low on skills and knowledge.
      - Our Cluster was not in compliance in 30 day start. Reasons are listed on report and Becky explained. SPOE is working on developing a universal tracking tool for “No Provider Available” for provider agencies in our cluster. Sara Cummins asked if there is a state way of tracking “No Provider Available”.

- Our Cluster was not in compliance with parents stating they are comfortable expressing their child's wants and needs as well as getting accurate exit data. Sara Cummins suggested that parents can be empowered to discuss their child's skills by using the CDC milestone tracker app. The milestone reference tool makes it easier to have conversations with families. Some networks state they also provide the milestone reference app to families.
- Talked about trend data that state provided. Start of Service within 30 days is dropping for two reasons. One is that the SPOE is racking it better by writing "No Provider Available" onto plans, plus there are just more kids without an increase in providers.
- In the last month, there have been a few more over 45 days due to volume and assessment availability. Three new assessment team members hired in Cluster H should help with Cluster J assessment team coverage. There have also been a lot of cancellations with illnesses, common in winter months. Guessing providers see this too with families cancelling sessions due to illness. There have been only a few weather related cancellations.

Overall, pretty good compliance in most areas, just a few missed. Funmi Ige-Wright asked about Indicators 5 and 6 on first page – being over target number. Becky Haymond shared that our Cluster used to be below target for number of children served, but is now over. State is not worried we are over-identifying children for eligibility. If we were under-identifying, state would be asking how we were going to do better increasing number of children served. These indicator target numbers are set at the federal level. Funmi Ige-Wright wonders if this means there are more kids in Indiana that need help compared to other states. Becky relayed that we can even look at those indicators per county to see if there are variances. Sara asked if there are state data we can compare to.

- Make-up Therapy Sessions Policy – All Kids Can says providers are using it to make-up sessions, but working through the billing was an adjustment.
- New Business
  - First Steps Conference – June 11 and 12. Registration open now for only for First Steps, but will open to others later so that partners like child care and Head Start can sign up. The theme is Social Emotional Development Support. Both keynotes will be on Friday this year. Becky Haymond and Anne Dolan put in a presentation proposal on community resources, but not sure yet if selected. Friday will also be open to families to attend. One keynote presenter is a comedian and family member of child with special needs. Meghan Smith and Sara Cummins to give a presentation on family rights.
  - LPCC Officer Elections + Current Roster – Anne Dolan reviewed council officers and elections process. Contact Anne Dolan if interested in being part of nominating committee, positions, and/or extending positions.
  - Transition MOA Update for 2020 - MOA needs to be updated. Likely extending current due to no changes from state. We like to do the MOA updates in a face to face meeting which is good for new staff to meet one another.
  - HB 1176 - Becky Haymond has a copy of actual bill introduced by Rep. Ed Clere. This bill is around the insurance billing trying to move to flat rate versus fee for service as well as no pre-authorizations required. The version of the bill on the statehouse website is most current. The bill is not yet out of committee, but it should be close. Sara Cummins and Ella Boyd spoke about the bill a little bit and have a positive view of the intent as well as the amendments.
  - Provider authorizations for IFSP Attendance – The state is emphasizing the opportunity for attendance of providers at IFSP review meetings and transition meetings. Becky Haymond will review mechanism for billing during provider meeting following council meeting. Tillie Allgood stated a provider attended a transition meeting recently and provided very good information for Head Start.
  - PCG Requirements Sessions – Becky Haymond reviewed project and process of PCG engineering an overhaul to First Steps case management and billing system. Christy Hales voiced concern

about being able to work offline. Pedisplay asked that PCG pilot in rural areas. All Kids Can stated she would love to pilot in Vivay. Pedisplay feels PCG has evolved in their approach to the project planning as they have learned through the course of meetings. PCG seems really great about trying to learn how our First Steps program works. They do have a good reputation for other projects in the country and in Indiana. Kids Only is excited. With a common platform used around the state at the completion of the project, this should build program consistency. Funmi Ige-Wright asked about issues about privacy and security. Becky Haymond states PCG has experience with other privacy protocols with Vocational Rehab. There will be future updates. The project has an ambitious timeline of 12 months. PCG visited our SPOE and was amazed that we have so many paper records.

VI. Announcements and Updates

- Ella Boyd wants to highlight concept paper by DDRS that would add a third waiver. The concept paper suggests adding some services - Health and Wellness for example. DDRS is wanting feedback. DDRS understand that the point system isn't working. There is a public comment period open now, and there will be a second public comment period after revisions.
- March 7, FUSE Expo coming up in Greenfield. BDDS will be there taking comments on the DDRS waiver concept paper. There is a "cliff notes" version of the concept paper that is shorter than the full 55 pages.
- Ella Boyd states Always Ready for Chocolate is happening tonight in Columbus from 6-8pm. First Steps has a booth. The event is a fundraiser for The Arc of Bartholomew County.
- Sara Cummins has just been named the executive director for FUSE. Congratulations, Sara!

VII. Adjournment

Meeting adjourned.