

First Steps South East
LPCC Quarterly Meeting – Cluster H
February 3, 2021

Call to Order

Meeting called to order at 9 am by Julieanne Jarrell

Introductions

Julianne Jarrell chaired the meeting today. She welcomed everyone. Went through the Zoom guest list and let each person introduce themselves. See below for attendance.

Inspirational Story

Becky Hammond suggested that the inspirational story should be that we are all so happy to be out of the year, 2020! Many agreed with that statement!

Consent Agenda

The Consent Agenda included a draft of the last meeting's minutes and the following reports

- SPOE Updates
- State Concern/Cost Participation Log
- Public Awareness and Outreach

Debbie Collins motioned to approve minutes and reports. Krista Garrett seconded the motion. The November minutes and reports were approved as is.

Financial Report

Becky gave a detailed overview of financial report handout. The report shows in Section III under Exits that Cluster H has a 52% percentage of children moving to Preschool Special Education. She reported that the State of Indiana has a 48% average. She explained that the percentage changes based on the demographics of each county and community and their children's needs.

Becky also pointed out that under Section VI Children Receiving Each Service Type, that this was not an exclusive list. There are additional services available that are not listed.

Cluster H and Cluster J have a combined budget.

Other Business

- **Cluster Oversight and System Updates**
 - Provider Networks Update –
 - Julianne said that Hopewell reported that the month December had the highest referrals in 2020. She also reported that 2/3 of their sessions were in home and 1/3 were virtual due to the COVID pandemic.

- NCA Therapy's Patty Kovac states there is an increase in referrals. She said she has an opening for an office staff.
- Training Opportunities – The First Steps Conference is scheduled for June 10th & 11th, 2021. Becky announced that the conference will be virtual. Early bird special tickets are available at this time until mid-February. Robyn (Cully) Duffy asked if there is a limit of spaces for the virtual conference? Becky said there will be no limit for attendance. A conference flyer was attached to the meeting mailing. Please share the flyer with colleagues.
Handout of First Steps newsletter was mentioned for training opportunities. Also, Sarah Haisley reported that this summer Ivy Tech in Muncie will have an 'accelerated Special Education degree' available. (A flyer was sent out to the group about this educational opportunity.)
- Statistical Reports – Becky Haymond explained the handouts provided regarding the Cluster H profile report and related state profile. Another handout was prepared by the SPOE office that summarizes trends in referrals, IFSPs, and assessments. Assessments are still being done virtually or by phone. Face to Face can be arranged in isolated circumstances. Outreach activities are increasing.
- Staffing
Becky introduced our newest Service Coordinator for Wayne and Henry Counties, Stacy Fox. She also announced we are still looking for a Spanish-speaking Service Coordinator for the Delaware and surround counties area.

- **Old Business**

- LPCC Office Elections + Current Roster – A subcommittee was formed to put together candidates for an election ballot for next meeting. Debbie Collins, Julianne Jerrell, Anne Dolan, Sarah Haisley, Becky Haymond and Sue Ann Nuñez were on this committee. Anne had put together a list of frequent attendees for the LPCC meetings. The Committee then reached out to those who frequented the meetings to see of their interest in becoming an officer. Debbie Collins and Sarah Haisley both said they would participate on the roster. Julianne made the motion to nominate the slate of officers as Debbie Collins to be the chairperson for the LPCC meetings and Sarah Haisley to be the Vice-Chairperson. The secretary position is open. A request was made for anyone to step-up and fill this position, knowing that Anne Dolan and Sue Ann Nuñez, the LPCC Coordinators are responsible for the minutes. No one responded to the open position request at this time. Krista Garrett seconded the motion and the new Slate of officers was voted in!

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- **New Business**

- EI Hub This new system will be up in March of 2021. First Steps South East will begin having scheduled "User Acceptance" training opportunities for our staff. Scheduled training opportunities for the community are located on the www.in.gov/fssa/firststeps website.

- ASQ The Ages & Stages Questionnaire for parents is now online. Krista and Anne will be putting together a pilot program between First Steps & DCS county to see how smoothly this questionnaire service can run.
- Referral Form Updated for DCS Anne updated the DCS referral form. DCS employees were having to handwrite each child's referral made to First Steps. This new form is electronic and allows them to type and email the updated version easily! Sue distributed to each county and DCS worker that she personally has worked with. First Steps has had some good feedback about the use of this form. And we are seeing forms arrive in the office with the new format!
- **LPCC meetings for 2021 Meetings will continue to meet on the 1st Wednesday of the 2nd month in each quarter. So, we will meet on Feb 3, May 5, August 10, and November 10 of 2021.**
- Staff Update: Becky introduced Stacy Fox as the newest First Steps Service Coordinator in Cluster H. Cluster H has an opening for a Spanish-speaking Service Coordinator to cover Delaware and surrounding counties.

Announcements and Updates

- Next LPCC Meeting – May 5th at 9 am. It will be a Zoom meeting.

Adjournment

Meeting adjourned at 10:05 am

Attendance:

Member	Title	Company
Amanda Hartman	DCS	Jay County
Amy Kupferer	Service Coordinator	First Steps
Andrea Wilson	DCS	Blackford County
Anita Clott	Preschool Coordinator	Portland & Dunkirk for Jay Co Schools
Anne Dolan	LPCC Coordinator Cluster J	First Steps
Becky Haymond	Program Director	First Steps
Betty Moreland	Randolph Co	Head Start-Community & Family
Carrie A. Henson	SC	First Steps
Debbie Collins	Behavioral Specialist	Huffer Memorial Children's Center
Holly Leisure	Head Start	TRC Muncie
Janell Foley	Service Coordinator	First Steps
Jenny Elorreage	LEA	Richmond Community Schools
Jenny Goedl	Service Coordinator	First Steps
Jessica Maxwell	DCS	Randolph
Julianne Jarrell	Children's Services Director	Hopewell
Kim Stephens	Blackford County	Head Start-Community & Family

Krista Garrett	DCS	Delaware Co.
Krista McCord	Jay County	Head Start-Community & Family
Molly McGuire	Vocational Rehabilitation Services	FSSA
Nikki Goodpaster	Service Coordinator	First Steps
Patty Kovacs	Owner	NCA Therapy
Robyn Duffy	Early Head Start	Hartford City
Sarah Haisley	ECE Faculty	Ivy Tech
Sarah Price	Administrator	Muncie Community Schools
Sherri Cripe	Director of Learning	Elwood Schools
Stacy Fox	Service Coordinator	First Steps
Sue Ann Nuñez	LPCC Coordinator for Cluster H	First Steps
Tiffani Rodgers	Jay County	Head Start-Community & Family
Whitney Austin	Service Coordinator Supervisor	First Steps