

First Steps South East First Steps South East

LPCC Quarterly Meeting – Cluster H

Wednesday, May 4, 2022

Call to Order

Meeting called to order at 9 am.

Introductions and Inspirational Story

Chairing meeting today is Debbie Collins, LPCC President

A special welcome to those who are attending the LPCC meeting for the first time.

Consent Agenda

Motion to approve minutes and consent agenda was given by Betsy Duckworth and Robyn Duffy seconded the motion. Minutes and Consent Agenda were approved.

Financial Report

Becky Haymond reviewed the Financial Report. The fiscal year will be ending- it runs from July 1, 2021 to June 30, 2022. Personnel costs are 90% of our budget. Insurance costs have increased, but we are below in spending in other areas. The SPOE is trying to stay in budget and at the same time referrals are increasing. Fiscal concerns have been sent to the state.

Other Business

- **Cluster Oversight and System Updates**

- **Provider Networks Update –**

- Patty Kovaks reported for NCA Therapy said she is working diligently to recruit new providers. They are exploring creative avenues to get new therapists. Patty said fulfilling requests have been painful, and the waiting list is growing. We Need ST & DT.
- Hopewell Services representative not present at today's meeting due to a conflict so no report.
- Potential Source of new therapists - Becky Haymond requested that if you receive a request for Internships from Ball State, especially from Robin Box in the Child Development program, please accept these college students. We are seeing where college students become employees and a great resource for additional employees to consider working for First Steps in other clusters. Please share with other Networks.

- **Training Opportunities –** Training opportunities shared by the group:

- June 9-10, Indiana's Early Intervention Conference www.earlyintervention.iu.edu
This training will be virtual.
- NCA Therapy will be providing a conference on Nutrition in September.
- IYI.org is offering a grant writing course that lasts 6 weeks.

- **Statistical Reports –**

- Statistical reports were reviewed. Referrals are coming from a variety of sources, including physicians, DCS, families, etc. Evaluations numbers are growing. Evaluations are being provided virtually. The decision to continue virtual evaluations will be revisited in June.
- **Staffing Update –**
 - Kenzie Riggs has been hired as a Service Coordinator for Delaware County. Welcome!!
- **COVID Procedures –**
 - Service coordinators are providing services in person mostly and sometimes virtually as necessary.
- **EI Hub –**
 - The EI Hub system continues to improve in function. The SPOE office has begun training Service Coordinators to get into the system and perform six specific activities. By the first week in June, all Service Coordinators with our SPOE should be trained and able to work using EI Hub for the six activities.
- **Old Business**
 - **Resiliency Project** - Steve Viehweg passed along many thanks to Sue Nuñez for gathering and sharing information on many resources available related to resiliency for his project.
- **New Business**
 - **Transition MOU (Memorandum of Understanding) Process –** The agreements that First Steps South East has with LEAs (Local Education Agencies) and Head Start programs need to be renewed. Language for the agreements has been updated and reviewed by the state First Steps office. Changes were reviewed at today’s LPCC meeting. During meeting today, motion to accept the revision of language in MOA made by Scott Merkel and seconded by Kendra Sipes. Motion approved. Meetings with all LEAs and Head Starts in the area will be completed as needed by the SPOE to review details and complete the agreement via signatures. During the meeting discussion it was noted that the 30 month list (list of First Steps participants turning 30 months old each month) that was generated in the past and provided to each LEA is not generated by the new EI Hub. Becky Haymond said she is not sure when First Steps will be able to get that report again to provide that service to the LEAs. Becky will be sending out the MOA’s to the LEAs and Head Starts by the end of the week. All signatures are needed by the end of June and completed agreements will be posted on the First Steps South East website. The MOAs will be good until the end of June 2024.
 - **Recruitment and Retention Grant Opportunity-** The First Steps state team has arranged for a grant opportunity to help with retention and recruitment. More information is provided in the First Steps newsletter distributed with today’s meeting materials. 75% of the money awarded goes to personnel throughout the state. Patty Kovacs with NCA states plans to have sign-on bonuses to help with recruitment and NCA said that travel/gas costs are part of the issue with retention of therapists. NCA is also addressing a concern of internet lagging when streaming at client’s homes. Building on Patty’s comments about lagging internet connections, Becky Haymond states that the SPOE still has loaner laptops available for families, and some iPads have been added to the loaner stock.
 - **Evaluation Team Focus Group –** The Indiana Institute on Disability and Community has completed an assessment team survey. First Steps South East participated. Janet Ballard with the Institute will be doing some shadow assessments this week. Results will be shared at the next LPCC meeting.

Announcements and Updates

- **Free Diaper Distribution–** Debbie Collins shared that the Family Resource Center in Muncie will be having a drive-thru diaper distribution on Friday, July 29 from 5:30-7pm giving away sizes Newborn to 3 available to anyone in need. This is made possible by Prevent Child Abuse and a number of other organizations.

- **Firefly** - Tashia Weaver shared that Children's Bureau is now named Firefly. Tashia also shared info about several upcoming events: Trauma thru Art will be in Whitley Community Calendar. Creative Kids on May 14th at the Ross Community Center, Tools for Schools, and Free Family Rummage Sale.
- **First Steps Indiana Outreach** – New materials available – state and local brochures.
- **Next LPCC Meeting** – August 3, 2022 at 9 am, will be virtual.

Adjournment

Meeting adjourned at 10:10 am.

Attendance:

Austin	Whitney	First Steps South East
Bishop	Sarah	First Steps South East
Collins	Debbie	LPCC President; Infancy Onward Consultant
Dolan	Anne	First Steps South East
Duckworth	Betsy	LEA for Muncie Community Schools
Duffy	Robyn	Early Head Start, CASY Blackford
Elorreaga	Jenny	LEA Wayne County
Ferguson	Ginger	First Steps South East
Fox	Stacy	First Steps South East
Haymond	Becky	First Steps South East
Henson	Carrie	First Steps South East
Kovacs	Patty	NCA Therapy
Kupferer	Amy	First Steps South East
Leisure	Holly	TRC Headstart, Muncie
Merkel	Scott	LEA for Anderson Community Schools
Myron	Shalee	Blackford
Nuñez	Sue Ann	LPCC Coordinator, Cluster H, First Steps South East
Panico	Kate	Healthy Families Madison County
Ploughe	April	TRC Head Start
Riggs	Kenzie	First Steps South East
Shaffer	Susan	Education Disabilities Specialist, TRC Head Start Anderson
Sipes	Kendra	GRIC Preschool
Weaver	Tashia	Strengthen Healthy Families & Outreach for Firefly Delaware & Jay