

**First Steps South East
LPCC Quarterly Meeting
Cluster J
November 19, 2021**

- I. Call to Order
Called to order by Tillie Allgood, Chairperson
- II. Introductions and Inspirational Story.
Teri Williams shared an inspirational story about a COTA therapist. The therapist came to work for First Steps due to the help she received from First Steps for her own children in 2005. The therapist still has the First Steps therapy face-to-face notes for her grown children.
- III. Consent agenda items reviewed.
Consent agenda items reviewed. Teri motioned to accept the consent agenda including the minutes. Ella moved to second. Approved by consensus.
- IV. Financial Report
Financial report handout reviewed by Becky Haymond. The budget year began July 1st, so the report is for the first quarter since the financial reporting year in First Steps runs from July 1st to June 30th. The SPOE has developed the budget for the current financial year with including the \$56,000 rollover from the prior financial year that was remaining. Some of the savings of limited travel over the past year are not anticipated this current financial year.
- V. Other Business
 - Cluster Oversight and System Updates
 - Provider Networks:
Becky invited networks to share ideas on how things are going, for example, struggles and/or successes with provider availability, creative solutions to meet parent and child needs via such efforts as frequency adjustments or tele-intervention.
 - Missy Myers, Collab for Kids, reports that a new ST was hired and started part-time, and an OT went from part-time to full-time. Doing okay.
 - Janice Hensley, Bedford Outpatient, reports that a PT will be starting, and looking for an ST. Doing well, but full caseloads.
 - Training Opportunities –
 - This year the annual First Steps Conference will be held in collaboration with Infancy Onward and has been renamed “Indiana’s Early Intervention Conference”. The conference will be held June 9-10, 2022 with a combination of in person and remote access to sessions. There is a Call for Proposals for those interested in presenting at the conference.
 - Katherine Darby, CASY-CCRR, shared that CASY hosts monthly family-focused webinars on a variety of topics. Anyone can register to get access to live webinars or the recordings. One of the webinar topics is handling the power struggles of children.
 - Statistics – Referrals, Evaluation, and IFSPs counts are provided on the statistical handout. The last two weeks have seen increase in referrals. Evaluations are being held in person, though a virtual option is available if there are concerns about in person safety, primarily regarding COVID exposure. Funmi Ige-Wright asked if and how parents would be made aware of their option to request a virtual evaluation. Becky explained that the evaluation schedulers review COVID screening questions with families as well as protocol with masks. While the Evaluation statistics show all evaluations, the IFSP counts in the statistics represent only initial IFSPs. Regarding

statistics, Anne Dolan has inquired with the state about the Cluster profile reports routinely supplied in the past. The state is not currently publishing the profile reports due limited data and other pressing technical challenges to be resolved with the new EI Hub system, however, the state has offered that if we had a specific data request, they could see what they could do. Funmi Ige-Wright asked what date we should expect the profile data to be available, since that data is useful for discussion. Becky said she is not sure that there is a target date.

- Staffing Update – The SPOE is fully staffed in Cluster J. Angid Ortiz Rivera has been hired as another bilingual Service Coordinator and is almost finished with orientation. All SPOE staff and contractors submitted required documentation for credential renewal for the annual due date of November 15th.
- COVID Procedures –
 - Becky Haymond with the SPOE reports that the SPOE has continued with the assessment teams and service coordinators return to in person visits which started on July 1st. There have been no major incidents about COVID exposure.
- EI Hub –
 - 5 SPOE staff are in intensive training for Service Coordinators to use EI Hub for data entry and IFSP development purposes. This is the second week of three weeks planned. The SPOE will then provide in-house training to the rest of the SPOE Service Coordinators. Not all SCs will be trained at the same time. The first group will start in the beginning of 2022. Bringing SCs into using the EI Hub is Phase 2 of EI Hub implementation. The Phase 1 implementation of EI Hub which was launched in March of 2021 is working well now related to data entry. The SPOE office is getting much fewer errors. Networks were asked if they had any comments to add about issues with using EI Hub, but no comments voiced. Cost Participation statements are now going to families. All family fees for March, April, and May have been waived by the state. Families are able to view and pay statements online. The SPOE has started to hear from families who have received the statements. As more SPOE staff and contractors will be needing wifi connections to access to the EI Hub while in families' homes, the SPOE may need to increase the data plans on wifi hotspots provided to staff and contractors via cell phone service.
- Old Business
 - Council Meeting Schedule 2022 – Based on feedback from the last meeting, the First Steps Cluster J LPCC meetings for 2022 are scheduled for
 - 9:30 Friday, February 18th
 - 9:30 Friday, May 20th
 - 9:30 Friday, August 19th
 - 9:30 Friday, November 18thNext meeting will be virtual. Future meetings will have virtual option if held in person, but in person option yet to be determined.
- New Business
 - Latest of American Rescue Plan Act – Section 2014(a) – Anne Dolan provided an update on how the state First Steps office had decided to spend allocated dollars after getting input from stakeholders. First Steps plans to invest dollars in training the workforce of direct services professionals (i.e., ST, PT, OT, DT therapists and others) regarding FGRBI (Family Guided Routines-Based Intervention). Kim Fledderman from DSI reported that she is on the state's FGRBI implementation team and 15 agencies and over 100 therapists are interested in being part of the first training group.
 - First Steps State Level Social Media Presence – First Steps now has both a Facebook page and Instagram account managed by the Family and Social Services Administration. Search @firststepsindiana to find and follow. The state Facebook page is in addition to several First Steps Facebook pages managed by SPOEs of local First Steps Clusters around the state.

- Dr. Robin Box, Ball State University, Early Intervention Concentration – Becky Haymond was contacted by Ball State University in an effort to promote and partner with a new program of study concentration in Early Intervention. Ball State would like to identify agencies and therapists willing to supervise students for practical experience in early intervention. The current draft of the program flyer was distributed as a handout.
- Poll: Virtual LPCC Meetings – A digital poll was given during the meeting to find out from LPCC members the preferences for meeting format in the future. Virtual meetings via Zoom have reduced travel time and made attendance easier, though many people also value meeting in person. The results of the poll showed that most people wanted some kind of combination of meeting formats.

VI. Announcements and Updates

- Sibling Autism Study – There is an autism study at Purdue looking for families to participate. Researchers would like to learn more about the younger siblings of children with autism. Anne Dolan will send the information to the LPCC group after the meeting.
- First Steps Governor’s Report – The state First Steps office has published its annual Report to the Governor. Anne Dolan will send information to the LPCC group after the meeting.
- Afghan Refugee Aid – Our local SPOE office staff collected donations in support of the efforts to help Afghan refugees temporarily staying at nearby Camp Atterbury. Staff donated developmental toys, formula, and diapers for the children age 0-3 and also collected some treats for the troops working there.

VII. Adjournment

Meeting adjourned at 10:22. Next meeting February 18, 2022.

Attendees:

Anne Dolan	First Steps South East
Becky Haymond	First Steps South East
Bianca Wilson-Guymon	HSI Head Start Family Advocate
Deb Miller	Accord
Ella Boyd	Arc of Indiana
Funmi Ige-Wright	Parent
Janet Ballard	Indiana University
Janice Hensley	Bedford Outpatient Therapy Specialists
Katherine Darby	CASY-CCRR
Kim Amberger-Fledderman	Developmental Services
Lindsay Black	Madison Consolidated Schools
Meg Warnock	CDHHE
Melissa Zimmerman	Parent
Missy Myers	Collaborating for Kids
Molly Cleek	Kids Only
Robin Klakamp	A Step Ahead
Sarah Bishop	First Steps South East
Sue Ann Nuñez	First Steps South East
Teri Williams	Pediplay
Tillie Allgood	SCCAP Headstart
Whitney Austin	First Steps South East