

**First Steps South East  
LPCC Quarterly Meeting  
Cluster J  
May 17, 2024**

I. Call to Order

The meeting is called to order by Ella Boyd. Attendees Becky Haymond and Barbara Sanders have asked to move around the agenda order since they both have to leave the meeting early today to attend a state First Steps meeting. Becky would like to speak about the financial report, statistics, staffing, and old and new business. Barbara would like to share some state First Steps announcements.

Proceeded with Changed Order of Agenda Items

IV. Financial Report

The SPOE financial handout was reviewed by Becky Haymond. The financial year will end on June 30, 2024. The second year of the grant will begin on July 1, 2024. The SPOE is planning to complete spending all of grant year funds before June 30<sup>th</sup>. Adjustment were made to the personnel budget due to some staff taking extended leave earlier in the year. Significant expenses are anticipated this coming month related to replacing technology.

V. Other Business (Part 1)

- Cluster Oversight and System Updates
  - Statistics – Referrals, Evaluations, and Initial IFSP counts for 2023 were reviewed.
    - Referrals – A county breakdown is shown on the handouts. Bartholomew and Hancock counties are always the counties with the highest number of referrals. Recently there has been an increase in referrals from Jackson and Lawrence counties.
    - Evaluations – We are averaging 184 evaluations per month for Cluster J. The county breakdown is also shown on the handouts.
    - Initial IFSPs – Anne Dolan is very excited to be able to show the number of initial IFSPs each month which now includes a county breakdown. Bartholomew and Hancock counties have the highest counts so far this year, followed by Dearborn, Monroe, and Shelby.
  - Staffing Update –
    - Service Coordinators- Dakota Martin is back from maternity leave in Shelby County. Courtney Modisette has been hired as a Service Coordinator in Hancock County. In Cluster H, Ashley Russell has returned as a Service Coordinator to fill a growth position in Delaware County. There has been some re-arrangement of caseloads for Service Coordinators in Hancock, Henry, and Pendleton and McCordsville to adjust caseload sizes. A new Service Coordinator will be starting after June 3. There is continuing consideration if the SPOE might have additional need to fill more growth positions.
    - Thrive Alliance - Mark Lindenlaub, the Thrive Alliance Executive Director, is retiring at the end of May. Teresa Lorenz has been promoted to director of Aging and Community Services, and Kevin Johnson has been promoted to director of Housing Partnerships.
    - SPOE Leadership Team – Amy Kupferer has been promoted to Service Coordinator Lead and Trainer for Cluster H.
  - Old Business
    - Transition MOU (Memorandum of Understanding) Process 2024 – So far, the SPOE has secured about half of the signed MOUs from LEAs and Head Starts. There were no changes in the agreement between DOE and FSSA, so the local Transition MOU text is not changed. To discuss the Transition MOU, the SPOE hosted a group Zoom meeting in April with LEAs. The SPOE is also offering meetings with individual school districts if desired, which has been especially helpful in Cluster H in an area where a Special

Education Co-op is dissolving. In all of the meetings, the transition partnership process is discussed. Often the SPOE has gotten confirmation from LEAs that things are working well. The SPOE has requested signed Transition MOUs with a deadline of mid-June. Related to the transition agreement, Becky has some good news for LEAs that the state First Steps office is very close to resuming the 30 month transition list. The Data Consultant and FSSA Data Scientists have created a prototype using EI Hub information that worked well. The list can be used by LEAs as a double check for planning needed school evaluations prior to children turning age 3.

- New Business

- Federal Monitoring of State First Steps Program – The SPOE met with Federal Monitors as part of a meeting with other SPOEs. The meeting went well with no surprises. The federal monitors will reach out to provider agencies and community partners. The First Steps ICC (Interagency Coordinating Committee) members had a meeting with Federal Monitors already.

VI. Announcements and Updates (Part 1)

- Barbara Sanders from the state First Steps office shared several updates-

- A virtual Family Town Hall is planned for July 25<sup>th</sup> at 1pm and 6:30pm. The Town Hall is an opportunity for parent involvement.
- The state office is reviewing its dispute resolution practices and is developing a new dispute resolution policy book.
- The Indiana Early Intervention Conference is coming up June 13-14. The conference is sold out for in-person attendance, but there is still an option to join virtually. Becky added that many SPOE Service Coordinators, staff, and contractors will be attending through funds provided by the SPOE. Amy Kupferer, a Service Coordinator from our SPOE in Cluster H, was selected to give a presentation at the conference about service coordination and family relationships. Becky will be giving a presentation of knowledge and skillsets for service coordination based on the standards as presented at the national Division of Early Childhood Conference that Becky attended last fall. More information about the upcoming Indiana Early Intervention Conference can be found at: <https://earlyintervention.iu.edu/index.html>

Proceeded with Typical Order of remaining Agenda Items

II. Introductions and Inspirational Story

Brief introductions were made.

Molly Cleek shared that she was inspired when attending an annual banquet held by Cluster G recently. There was a 22-year-old speaker who was once a little guy in First Steps. His mom attended the banquet with him. When participating in First Steps when he was little, Christina Commons was their Developmental Therapist. Now Christina is the State Director for the First Steps program.

Funmi Ige-Wright shared that she is inspired by her daughter who will be graduating high school with a full diploma this month. Sara Cummins congratulated Funmi, recognizing that her daughter's accomplishment involved years of extra effort from Funmi as well.

III. Consent Agenda Items

Consent agenda items reviewed. Funmi Ige-Wright motioned to accept the consent agenda including the minutes. Sara Cummins moved to second. Approved by consensus.

V. Other Business (Part 2)

- Cluster Oversight and System Updates
  - Provider Networks –

- Missy Myers of Collaborating of Kids (CFK) reports that CFK has had good success with providers coming on. CFK has lost a DT and has hired an OT and PT. No speech has been added, but a DTC is considering coming back.
- Training Opportunities –
  - The 2024 Indiana Early Intervention Conference will be held in Bloomington June 13-14- (See information covered earlier in today's meeting with link: <https://earlyintervention.iu.edu/index.html> )
- EI Hub –
  - There is no update since last meeting regarding the state's work to have statistical dashboard reports being generated using EI Hub data.
  - There was a new release by the EI Hub software vendor PCG for the part of EI Hub that providers use called Service Logging. Missy Myers shared from her experience as a provider that while EI Hub is working faster since the Service Logging release, many issues remain. Missy has been meeting with PCG since the release to try to address missing billing items. Even with the new release, there remain barriers to sending session notes to families. Providers must use extra methods outside of EI Hub for getting therapy notes to families. Deb Miller from Accord shared that she and the providers from her agency have been trying to use the PCG Helpdesk to assist with issues occurring after the Service Logging release, but the Helpdesk was not actually helpful and usually ended up being unhelpful with multiple follow-ups required to report a problem and no solutions offered. Elaine Studdard from Peditplay nodded in agreement and shared that the only useful work arounds for new problems in Service Logging were found by providers who then shared with other providers. Elaine is hoping that any future releases include some advance instructions or notice about what is changed so that providers have information on how to use the new release features to complete all basic documentation. Missy further explained that while PCG did publish a summary paragraph about changes, the summary didn't describe screen changes which led to a lot of confusion for providers.

## VI. Announcements and Updates (Part 2)

- See meeting handouts about the upcoming First Steps Family Town Hall and the First Steps Governor's Report.
- Tangram Autism and Behavioral Services – Anne shared an update from Tangram that they now have therapy for children starting at age 2. Located in Indianapolis, Tangram also has autism diagnostic services which currently have no waiting list.
- Sara Cummings from FUSE shared FUSE updates.
  - The fall Inspiring Abilities Expo is being planned by FUSE for November 2<sup>nd</sup> at Perry Meridian Highschool in Indianapolis. This event is great for families that are English speakers and non-English speakers, since Perry Meridian brings interpreters for many languages to help families at the Expo. FUSE is looking for exhibitors.
  - FUSE has a Pool Party planned for families up to 150 friends. There will be food, drinks, and pool fun. Contact FUSE if interested.
  - IN\*Source will be coming to the FUSE office in Hancock County one day each month. Families can make individual appointments to meet with IN\*Source.
- Ella Boyd with the ARC of Indiana shared that many details of the Indiana Medicaid Waiver changes planned for July 1, 2024 are still being worked out. The ARC has bi-weekly webinars with the state Waiver office discussing various scenarios. The webinars are open to the public, recorded, and published online. It is very important that families currently receiving Aged and Disabled Waivers or Traumatic Brain Injury Waivers communicate with their case managers NOW to plan for future care.
- The next regularly scheduled LPCC Meeting for Cluster J is Friday, August 16<sup>th</sup> at 9:30.

## VII. Adjournment

Ella Boyd thanked everyone for joining today's meeting. Meeting adjourned at 10:20.

Attendees:

Anne Dolan	First Steps South East, LPCC Coordinator
Amy Kupferer	First Steps South East, SC Lead & Trainer (Cluster H)
Barbara Sanders	First Steps Family Engagement Coordinator, FSSA
Becky Haymond	First Steps South East, Program Director
Christine Waters	Bartholomew County Early Learning Coalition
Cortney Modisette	First Steps South East, Service Coordinator
Deb Miller	Accord Therapy
Ella Boyd	Arc of Indiana
Funmi Ige-Wright	Parent
Jana Bartels	Indiana Hands and Voices
Jessica Wagers	A Step Ahead Pediatric Therapy
Jill Turner	Kings Daughters Hospital
Maggie Matthews	First Steps South East, Service Coordinator
Marissa Horvath	Kort Kids
Michelle Dills	Family First
Mikayla Cougill	First Steps South East, Anderson Office Manager
Missy Myers	Collaborating For Kids
Molly Cleek	Kids Only, Inc.
Sara Cummins	FUSE, Inc.
Shari Neal	ICAP Head Start
Whitney Austin	First Steps South East, SPOE Supervisor