

CENTRAL INDIANA FIRSI STEPS

Public Awareness Comm Meeting

12/14/15 Date

Name	Agency	Changes to current contact info
1. Stacy Hobbs	LPCA	
2. Julie Rakwood	Parent	
3. Katanna Lawrence	LPCA	
4. Vicky Brodsky	ASK	
5. Sarah Min	Riley Child Development	
6. Heather Dane	Family Voices	
7. Chuck Jovic	The Village	
8. Paula Cramer	COHFE	
9. Satina McDonald	Sycamore Services	
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**Public Awareness Child Find Committee Meeting Agenda
December 14, 2015**

Outcome Statement: Support the awareness and visibility of the First Steps system throughout the cluster to assist in the increased identification and referral of infants and toddlers.

Performance Standards:

1. 1.56% of children served with an IFSP will be under the age of 1 year.
2. The population served will be comparable to the demographics of the cluster.
3. Appropriate and timely referrals are to be made to the SPOE from a variety of community partners.
4. 3.83% of the cluster's infants and toddlers population will be served*.

Performance Measures: Profile reports and First Steps data system reports will be utilized in the measurement of this performance standard. Cluster will meet performance metrics if cluster child counts remain within .5% of the current count, up to the target.

1) Introductions (if needed)

2) Approval of minutes

3) Action Item Updates

4) Data

- Web
- Holdback

5) Updates

- THINK Meeting
- Outreach Update

6) Community Partner Updates

7) Announcements/Close

**CENTRAL INDIANA FIRST STEPS
LOCAL PLANNING & COORDINATING COUNCIL
Public Awareness & Child Find Committee Meeting Minutes
December 14, 2015**

Present: Julie Rockwood(Parent), Vicky Badgley(ASK), Sarah Muir(Riley Child Development Center), Heather Dane(Family Voices), Claire Joya(The Villages-Healthy Families), Michelle Coleman(CDHHE), Satrina McDonald(Sycamore Services), Stacy Holmes (LPCC) and Katarina Groves (LPCC).

Agenda Items	Discussion	Action Items
Welcome & Introductions	<ul style="list-style-type: none"> • Introductions were made. 	
Approval of Minutes	<ul style="list-style-type: none"> • Stacy directed everyone to review the last meeting's minutes. Julie made a motion to approve. Vicky seconded the motion and the minutes were approved as written. 	
Action Items Update	<ul style="list-style-type: none"> • There were no updates to report on from the previous meeting in October. 	
Data	<ul style="list-style-type: none"> • <u>Website</u>- Stacy directed everyone to look at the handouts regarding website data. She pointed out that there was a big drop in traffic to the website during the months of September through November. This was a strange phenomenon due to the fact that traffic to the site has been pretty static over time. Upon doing some research she found that the website may have been compromised somehow which caused Google to shut down or suspend the analytics feature. Stacy stated that she did not believe it was an actual hack of the site, but that something must have corrupted the site. In light of this and the difficulties that she has had to keep the site functioning on her own, she asked the committee if they thought it would be ok for her to look into obtaining a template that she could use to update the site. It would really depend on the cost, as well as if there would be a lot of add pop ups as well that would hamper a user's experience. The group was in agreement that it would be well worth her while to look into this, and they were really amazed and impressed that she had been managing it on her own all this time. • <u>Holdback</u>- Stacy directed the group to the performance standards for the committee at the top of the meeting agenda page. She explained to the group that the LPCC and SPOE are required to submit a holdback report twice a year 	<ul style="list-style-type: none"> • Stacy will look into templates for the website in order to update the site.

to demonstrate progress towards outcomes in order to have a percentage of funds released to ProKids. She pointed out that the state program reviews the cluster, in part, based on the four performance standards listed that pertain to the work of this committee.

- Stacy shared that the state raised the target for children served in the program under the age of one to 1.56%. This has been beneficial to the cluster as it has historically been high in this area. The cluster therefore was in compliance for the most recent QIP data. She shared that as of the middle of November, however, the range was decreased to a spread of only .25% above or below the target (down from a range of .5%) The cluster now exceeds this standard once again. This new standard was initiated a couple weeks prior to the required submission of the holdback report which did not allow for any review of strategies by this committee. The cluster ended up at 2.05%, or 457 children served as opposed to a state target of 348.
- Michelle pointed out that it used to be that this target was a minimum requirement for children served who are less than one years of age. Stacy agreed that this has changed over time. The state has begun to look more critically at clusters being over the upper range of this standard. It is difficult for the cluster to manage since no eligible child can be turned away for services.
- Stacy shared that the cluster has been looking closely at the cost per child as well with the Provider Committee and cluster agencies.
- Stacy shared that OSEP has asked each state's early intervention program to identify an area that the system needs to improve upon in a State Systemic Improvement Plan (SSIP). First Steps identified that there is a need within low socioeconomic families and African American families to increase positive outcomes particularly their social emotional skills. She has argued that Cluster G serves the majority of minority and African American families in the state and ranks high for families in poverty. Because of these factors, we feel that the percentages of children served should be higher.
- Stacy shared that she utilizes census data and the state profile reports to demonstrate that the

	<p>cluster is serving a population that is comparable to the demographics of the area.</p> <ul style="list-style-type: none"> • Stacy shared that the SPOE continues to receive a variety of referrals from community partners in the cluster, highlighting that there is a good awareness of the program in the community. • Stacy shared that the state standard is 3.83% of children birth to three should be served in the cluster. The cluster comes in at 4.23% or .4% over the standard. The cluster serves 2,888 children vs. the state target of 2,615. This is a minor overage when one considers the demographics and size of the cluster. • Stacy shared that the Assessment Team manager is diligent in reviewing eligibility decisions of her team and that these numbers have remained pretty consistent over the years. 	
Updates	<ul style="list-style-type: none"> • Stacy shared that the Family Outreach committee remains an Ad Hoc of this committee and is not currently meeting. • THINK Meeting- (Tipton, Hamilton, Intervention Network for Kids). Purdue Extension was the speaker at the last meeting. Meetings take place at the Pizza Shack in Tipton at noon. She let everyone know that if they would like to be on the email list for the committee to let her or Katarina know. The next meeting will take place on February 9th at noon. • Outreach Update- Stacy shared that there has been an increase in residents coming to hear about First Steps. There have been 2-3 groups of 4-6 residents at a time in the last two months which is nice. • She shared that several coordinators have asked her to reach out to particular physicians who need a refresher on the program. A lot of the problems involve them not being able to get signatures from physicians in a timely manner. • Katarina shared that she has been to the Access to Care and Maternal Child Health Action Team meetings in Johnson County. 	
Community Partner Updates	<ul style="list-style-type: none"> • Sarah shared that Riley is starting a Spanish speaking support group for families with children with Autism. Crossroads has invited them to use some of their space. She said she would email the information to Katarina so that she could share with the group and the 	

	<p>SPOE.</p> <ul style="list-style-type: none"> ● Vicky shared that ASK has been receiving a lot of referrals from service coordinators which is really exciting. Jane did an in-service for SPOE staff and that has paid off! ● Claire shared that Healthy Families recently did a picture with Santa for their families which was a success. ● Michelle shared that CDDHE has started monthly playgroups for children 0-3 years of age. There are also Family Fun Nights where there is a topical discussion for parents and activities for the kids. The last one was regarding transition. ● Heather shared that Family Voices has received a grant to develop a presentation on sexual abuse for families who have a child with special needs. ● Satrina shared that Sycamore Services is in need of OT, PT and SLP therapists in Cluster G. Ironically she has received several interests from potential providers who want to serve in Cluster F. ● Katarina shared that she did not have a Christmas assistance list to share with the group. Vicky shared that 211 has a great section on Christmas support services. It was generally agreed upon that churches in the community have been great to offer help to families in the cluster. 	
<p>Announcements/Close</p>	<ul style="list-style-type: none"> ● No other announcements were made and the meeting was adjourned. 	<p>Next Meeting: February 15, 2016 <u>*10am</u> at ProKids.</p> <p>(*Please note new meeting time)</p>

Respectfully submitted,
Katarina Groves