

Date: 8.8.08	LPCC Meeting: Lake Co.
Welcome & Introductions	Present: Jillian Condon, Angie Merryman, Wendy Kaplan, Melissa Maj, Tondelia McVea, Casha Arzola
Review of Meeting Minutes	Minutes to be sent by email for approval.
SPOE Reports/SPOE Needs	<p>Jillian reviewed the SPOE report for Lake Co. 4/1/08-6/30/08. Referrals have increased and were at 439. The average days from referral to IFSP was 32.9 days. Average age at referral was 14.7 months and no IFSP were written past the 45 day timeline. 64% of referrals went to intake and 73% of intakes went to IFSP. Parent remains number one referrals source with primary care physicians as the second highest referral source. The zip code breakdown remains fairly steady, although we have been seeing the number of referrals begin to increase in the southern part of the county. Regarding eligibility, we are seeing an increase in the category of 20% because this category must be selected if a child demonstrates a delay of 20% or greater in two or more areas. We are also seeing an increase in the number of children eligible by medical diagnosis as we have focused on entering a qualifying diagnosis if one is provided over the percent delay. The SPOE is always looking for new providers. As of today, provider availability is DT- 5 , PT- 5, OT- 4, ST -1.</p>
Committee Reports/Coordinator's Report	<p>Public Awareness/Child Find: Recent child find activities include the Geminus Social Service Fair, Healthy Start Fair, and Railcats Immunization Fair. Upcoming events: presentation at Kidspace and the Lake Co. DFC with new caseworkers.</p> <p>Transition: The transition committees are still meeting quarterly, October 1st will likely be the next Lake Co. meeting. The committees are looking into creating a cluster wide FAQ flyer to give to families and for service coordinators to utilize as talking points during quarterly meetings with families. Jillian has received feedback from parents and service coordinators about common questions families have and the information will be discussed at the transition committee meetings.</p> <p>Provider Relations & Recruitment: Jillian is still receiving a list of providers that have attended FS orientation on a quarterly basis. Jillian then contacts them to answer any questions they may have and offer assistance with the enrollment process. The new orientation is an at home study program and requires the one of the activities requires the provider to contact the LPCC coordinator. Jillian noticed and increase in calls from potential providers. Jillian will also be putting together a provider survey which will be sent to providers via email in an effort to gain insight into provider concerns.</p>

<p>New Business</p>	<p>Holdback Report: A copy of the report was provided. The report was submitted to the state consultants on July 15. It lists the outcomes for LPCC, SPOE, and service coordinators along with how the outcomes are being met and a plan to achieve outcomes that have not been met. The new RFF started 4/1/08, so there is some overlap from previous the RFF and therefore data from January '08 to June '08 has been included. For some of the new outcomes, there is not yet data to analyze. This year the report was submitted electronically rather than Clare and Jillian going to Indianapolis to submit and discuss the report with the consultants. As of 8/7/08 all funds were released.</p>
	<p>IT Kit Training: During June and July, a training was held with the technical consultants for the state's part C program that assist with utilizing data from peer reviews to develop effective improvement plans to meet state requirements. Jillian gave an overview of the data from the peer review completed in June, which identified areas for improvement. The data from the review was utilized during the training to give a hands on approach to the IT KIT methods and to begin developing improvement plans. Two areas of concern were start of services within 30 days and obtaining provider progress notes. During the training sessions, different ideas were discussed as to how to address these areas. One idea discussed was to look into creating a way for providers to submit start dates, progress notes, etc. through the SPOE website in an effort to make it easier for providers to provide this documentation.</p> <p>LPCC Structure Change: Jillian discussed options for restructuring the LPCC. Throughout the past year, attendance has declined at LPCC meetings, also by having individual county LPCC meetings, there is a great amount of repetition in disseminating of SPOE information. Jillian provided handouts with overviews of the three structure options for the LPCC. Each option was discussed and will be discussed at each of the county LPCC meetings. The information will also be emailed to all members to review and provide input.</p> <p>Website Changes: <i>(See proposed change under above section re: IT KIT Training)</i></p>
<p>Old Business</p>	<p>Peer review: The review in June went well and improvement was seen in most areas. Jillian explained that there was an issue with the 30 month notices being sent to the LEA in a timely manner. The notices were being held and sent in bulk to the LEAs which resulted in the notices being late, the issue has since been resolved.</p> <p>ED Teams: Jillian stated that we are looking into possibly implementing a consultative model for ongoing services. The model utilizes one primary therapist in the home and bringing in other disciplines to do consultation with the main therapist and family in order to set up a home program on a monthly or quarterly basis or as needed. The goal of using the consultative model is to maximize our provider's services. Melissa Maj mentioned that when her child was in FS, a similar model was used and it worked well for her child.</p> <p>Staff/office updates: At this time are looking to hire a new intake coordinator due to the resignation of an intake coordinator in July. We have hired one new Service Coordinator that will likely cover areas in Lake Co.. Jillian reviewed the orientation process for new services coordinators. Jillian also stated that 1st Kids, Inc. has recently acquired new office space adjacent to current office. Melissa Maj discussed that she would like to come into the FS office once a week to work and become more acquainted with FS staff.</p>

	<p>CRO Bid: The CRO is currently through EDS to handle provider enrollment and billing. However the State is in the final process of selecting a new CRO and hope to change by end of the year.</p>
	<p>Complaints: Angie reviewed the concerns and complaints for 1st quarter 2008-2009. For the cluster there were 14 total concerns and complaints (13 concerns, 1 complaint). LakeCo.-7, La Porte Co.-6, PorterCo.-1, Jasper Co./Newton Co.-0</p>
	<p>Eligibility: Angie reviewed the eligibility tracking for 1st quarter 2008-2009. There were 2 children that scored -1 SD in two or more areas. There was 1 child that scored -1.5 SD in one area. No re-evaluations were recommended.</p>
	<p>Cost Participation: Angie reviewed the cost participation tracking for 1st quarter 2008-2009. One family terminated services due to cost participation. Melissa Maj asked if the mandate for insurances to cover services to address autism has affected insurance billing through FS, Jillian explained that each service is submitted to insurance and it is up to the individual insurance to accept or decline claim.</p>
Agency Announcements	<p>Jillian asked if anyone was aware of any upcoming events because she can post them on the calendar on the FS website. Wendy stated that HF has a calendar of events, she will forward the information to Jillian.</p>
Adjourn	<p>Meeting adjourned.</p>
Additional Comments	<p>Next meeting pending LPCC restructuring.</p>