

<b>Date: 5.7.08</b>	<b>LPCC Meeting: Oversight Committee</b>
<b>Welcome &amp; Introductions</b>	Sally Gaff, Doreen Witte, Jackie Garritano, Angie Merryman, Jillian Condon, Clare Mann and JoEllen Clarkson
<b>Review of Meeting Minutes</b>	Minutes reviewed by members present. No corrections noted at this time. Minutes will be re-sent via email for approval.
<b>SPOE Reports/SPOE Needs</b>	Clare reviewed SPOE Report for 4/1/07 to 3/30/08. Referrals to intakes decreased 4%, intakes to IFSPs have increased 6%. For those referrals that do not go to intake, we are looking at having QA give a follow up call to the family. Sometimes NICUs refer prior to the child being discharged; therefore the family is often not ready to follow through with FS and re-refer at a later time. The referrals that go to intake appear to be good referrals since the number of initial IFSPs has increased. Medical diagnosis as primary eligibility is also increasing. Previously, the focus was on the percent of delay and there are also certain diagnoses that can only be used when the child is 12 months old or younger. We are also being more consistent with data entering the medical diagnosis as primary eligibility if a qualifying one is provided by the primary care physician. Referral sources remain consistent with parents being the highest referral source and Primary Care Physician as second highest referral source. Newborn Hearing Screening referrals appear to be high. These referrals may be high due to re-referrals for children that were not contacted due to incorrect contact information on the initial referral, also, when a child needs additional evaluations, a new record must be opened.
<b>Committee Reports/Coordinator's Report</b>	<b>Public Awareness/Child Find:</b> Overall referrals have increased. There has been an increase in referrals from Primary Care Physicians. When Jillian is notified of a new doctor, she sends or takes a packet of FS information to the office. We have recently participated in the Hammond Head Start health fair and the Newton/Jasper Health Fair. Jillian also recently participated in an INSource training for various agency employees. She received requests to do more in-service trainings for some of the agencies present. Please notify Jillian of any upcoming events, in-service requests, or of anyone in need of FS information.
	<b>Transition:</b> The transition committees continue to meet. March 1st was the second annual transition event with about 25 families attending. We plan to continue this event annually and are also planning on county specific events as well. Jillian has recently attended screenings at Westlake, and has also provided transition information at screenings held at the Hammond schools. The MOAs with the LEAs and Head Start are in final draft and are out for signatures, due June 1 <sup>st</sup> .

	<p><b>Provider Relations &amp; Reimbursement:</b> Regarding the need for providers, Jillian continues to follow up with providers that go through orientation in an effort to provide support with the enrollment process. Jillian discussed the provider enrollment process and explained that it can be rather time consuming if the packet is not completed correctly. However the new process seems to be better. ED team meetings are being held quarterly to discuss questions and concerns, the last meeting was April 23<sup>rd</sup>. Information from the recent state meeting and ED Team attendance was discussed. The next meeting will likely take place in July.</p> <p>Sally mentioned that AAK will host a screening on May 16<sup>th</sup> and may advertise in the newspaper, and also inform doctor offices. Jillian will look into doing more screenings and will talk to Ann Barone and the LEA. Sally also suggested contacting WIC offices for additional locations for the future screenings.</p>
<b>Fiscal Report</b>	<p>Clare reviewed the fiscal report for 4/1/07 to 3/30/08. The year ended with \$120,640 which was rolled over due to the Cluster B acquisition. Salary adjustments were also done at end of the year; raises were based on employee evaluations. Adjustments were also provided to each employee for mileage and cell phone reimbursement for the past grant year. The adjustments were based on the recent increase for mileage and cell phone reimbursement. Overall expenses have been consistent, however, expenses for February were higher due to items paid such as office space.</p>
<b>New Business</b>	<p><b>Peer Review:</b> The peer review for Cluster A is scheduled for June 26-27<sup>th</sup>. At that time, initial IFSPs, annual IFSPs, 6 mo. reviews, transition, and LPCC items will be reviewed. Provider audits were also completed; any discrepancies or items that were unclear were submitted to the State for further review.</p> <p><b>ED Teams:</b> At the ED Team meeting on April 23<sup>rd</sup>, ED Team attendance cluster wide and by track was reviewed. Five out of the seven tracks did see an increase in attendance at initial IFSPs. The SPOE is still looking at adding ED Team members with referrals going up which results in more evaluations. In addition, there is an increase in IFSP meetings scheduled which also affects attendance. ED Team members have been asked to update their availability and provide more consistent schedules. Some subs have been available for the teams as well. Attendance will continue to be tracked. We are also focusing on trying to send out the ED Team Lead with another team member for annual evaluations since the Lead receives all the ongoing information on that child. The next ED Team meeting is scheduled for July 16<sup>th</sup>.</p> <p><b>Staff/Office Updates:</b> We are looking at hiring 1-2 service coordinators and possibly another intake coordinator. We are currently seeing an increase in referrals from south Lake County and also in Porter County. By tracking referrals, intakes, and IFSPs in each zip code, we will see what adjustments may be needed as far as staff additions and/or adjusting areas coordinators cover. The past month of April was the highest for referrals than any other month during the past year.</p> <p><b>CRO Bid:</b> The Central Reimbursement Office processes all enrollment and billing for FS and the contract for the CRO is currently held by EDS until June 09. The contract will likely not renew with EDS, and the State is currently accepting bids for the contract. Although EDS holds the contract until June '09, changes are anticipated sooner.</p>

	<p><b>Cluster B:</b> During March '08, the State contacted 1<sup>st</sup> Kids to be the fiscal agent for Cluster B for current fiscal year. The change was made quickly and smoothly with the State covering the additional costs of the transition. A copy of the benefits chart comparing previous Cluster A and Cluster B benefits was provided and reviewed. The current benefits for the clusters are also listed, some benefits have changed. The current benefits will be sustained for a year and may be adjusted April '09.</p>
<b>Old Business</b>	<p><b>Complaints:</b> Copies of the concerns and complaints for the past quarter were provided. There were 12 concerns/complaints from Lake Co. and 4 from La Porte Co. There were 50 total concerns and/or complaints received cluster wide during the past fiscal year ('07-'08).</p> <p><b>Eligibility:</b> During the past quarter, there were 7 children that scored -1 SD in two areas, and 5 children that scored -1.5 SD in one area. In three of those cases a re-evaluation was recommended. During the past fiscal year, there were 32 children that would have qualified under the previous eligibility criteria and 13 re-evaluations were recommended.</p> <p><b>Cost Participation:</b> One family declined services during the past quarter. Throughout the past fiscal year, 2 families terminated services, 2 families reduced services, and 6 declined services.</p>
<b>Agency Announcements</b>	<p>June 14<sup>th</sup> ABATE fundraiser ride in Valparaiso  May 16<sup>th</sup> Developmental Screenings @ All About Kids</p>
<b>Adjourn</b>	<p>Meeting adjourned.</p>
<b>Additional Comments</b>	<p>Next meeting August 6<sup>th</sup> @ 9am, NWIFS office</p>