



Division of Disability and Rehabilitative Services

First Steps

402 W. WASHINGTON STREET, P.O. BOX 7083
INDIANAPOLIS, IN 46207-7083
1-800-545-7763

Interagency Coordinating Council Meeting Minutes

April 10, 2024
10 a.m. - 1 p.m. EDT

ICC Members in attendance: Cory Best-Chair, Jason Berty, Laura Burklew, Representative Ed Clere, Erica Deathe, Robyn Duffy, Mariann Frigo, Charie Gibson, Lindsay Holley, Kristi Linson, Tanya Merritt-Mulamba, Jessica Minor, Jennifer Owens, Courtney Willis (Proxy for Courtney Penn) , Dr. Megan Purcell, Ashley Walke, Stacy Williams, Deanna Woodruff-Vice Chair

ICC members not in attendance: Rachael Foster, DJ Glander, Alexandra Hall (Excused-Jury Duty), Erica Miller, Sarah Sailors

First Steps State Staff in attendance: Christina Common, David Brandon-Friedman, Katie Goodwell, Maggie McCall, Barbara Sanders, Marie-Therese Smith, Amy Torres, Connie Young

Welcome and Introductions

Cory Best, ICC Chair, called the meeting to order and welcomed everyone. There was no family story.

Approval of November 2023 minutes

Cory Best asked for a motion to approve the January meeting minutes. Mariann Frigo made a motion to accept the meeting minutes as written. Megan Purcell seconded the motion, and a vote was taken, 16 members approved the motion and 1 member abstained. The motion was carried.

First Steps Update

Christina Commons, First Steps Director, provided a First Steps update (see Power Point). She covered the following topics: 2024 Bureau Priorities, Family Engagement, General Supervision, DSM Federal Monitoring, and updates for the upcoming Indiana Early Intervention Conference.

ICC-By-Laws

Cory Best asked for any discussion for the updated ICC By-laws. There was some discussion about the need to define diversity in the document. Edits will be made. Cory asked for a motion to approve the by-laws with edits. Jennifer Owens made the motion to approve the by-laws with edits and Charie Gibson seconded the motion. A vote for approval was taken. 16 members approved the motion and 1 member abstained.

Strategic Plan Meeting Summary

Cory asked for any feedback from members about the meeting in January. Jason Berty liked the data that was shared, Megan Purcell liked the deep dive and Representative Clere liked the idea of doing a strategic plan annually. He asked to maybe move this type of meeting to the fall when the legislators are not in session.



Cory talked about the need to create new sub-committees that came out of the Qualtrics survey that was completed after the strategic meeting to rank the priorities discussed at the meeting. The top ranked three subcommittees were: State systems of other states Indiana could use, Technology Utilization, and Workforce Development. There was discussion around why advocacy was not a continuing sub-committee. Cory addressed the comment stating that advocacy would be a component for each of the new sub-committees. Representative Clere asked for advocacy to be a standing agenda item in every sub-committee. It was discussed that advocacy is every council member's job to work on advocacy outside of any sub-committee.

Cory shared that sub-committee meeting will happen outside of the ICC meeting and the co-chairs of each will share an update during the ICC meetings. One co-chair of each sub-committee is an executive committee member.

Sub-Committee Summary

State Systems

Jennifer Owens gave the summary. She stated that there is a need to gather information to set priorities and outcomes for the sub-committee. A survey will be completed once the APR is distributed to committee members then other concerns will be collected. This group will meet in May and June and report back to full council at the July meeting.

Courtney Willis asked if when looking at other states, can we collect how states do other children's programs like childcare, Head Start and education.

Technology Utilization

Jason Berty reported that this group had a fruitful conversation. They did some brainstorming discussing technology that is already available. This group will meet prior to the July ICC meeting.

Work Force Development

Ashley Walke reported for this group. The focus will be around recruitment and retention. A Doodle Poll will be created to schedule future meetings to help create goals.

Legislative Update

Representative Clere provided an updated. He stated the legislative session adjourned on March 8, 2024. The next session will be a budget session, but work has already begun. Newly elected legislators will begin the day after the election in November. The council has been very effective bringing First Steps into the legislative conversation. There has been a lot of turnover of legislators; the conversation needs to continue.

He shared he was recently stopped by a First Steps provider and this individual thanked him for the hard work he and the council did to get the rate increase. Representative Clere again offered to be a liaison to connect people with their legislators where they live and work. IN-ARF and ARC of IN can also help.

ICC Member and Public Comment

Cory Best opened the floor for council and public comments. Kristi Linson from the Department of Health stated that Children's Special Health Care Services (CSHCS) Coordinator and nurses are letting people know about the program in person and virtually.

Donna Olsen suggested that council members meet with candidates after the May election and ask how they feel about First Steps. Great opportunity to educate them if needed.

Cory asked if a link to the IGA website could be shared on how to find who their legislator is where they reside/work. <https://iga.in.gov/information/find-legislators>

Cory asked for any public comment, but no other comments were given by the public.

Adjourn

Cory Best asked for a motion to adjourn the meeting. Mariann Frigo made a motion to adjourn, and Jennifer Owens seconded the motion. The motion was carried, and the meeting was adjourned at 12.35pm. The next meeting is July 10, 2024. It will be a hybrid meeting.

Minutes were respectfully submitted by Janet Ballard, ICC Staff Support