



Eric Holcomb, Governor  
State of Indiana

*Division of Disability and Rehabilitative Services*

*First Steps*

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<b>Interagency Coordinated Council Meeting Agenda</b> <b>September 8, 2021</b> <b>10am-12:30pm EST</b>	
<b>ICC Members in attendance:</b> Barb Blain, Representative Ed Clere, Gina Doyle, Thomas Fisher, Mariann Frigo, Mark Guyer, Nicole Norvell, Jennifer Owens, Brittnee Smith, Claire Szpara, Jake Stein, Stacy Holmes, DeAnna Woodruff, Sarah Sailors, Abby Magnusen	
<b>First Steps State Staff in attendance:</b> Christina Commons, Maggie McCall, Meghan Smith, Sondra Tarter, Jessica Tomasino, Connie Young	
Welcome and Introductions Molly Ted Talk	Barb Blain welcomed everyone to the September ICC meeting. The council watched the TED Talk “How Every Child Can Thrive by Five” to set the stage for why the ICC comes together and why the work they do for children and their families matters.  The link is below: <a href="https://www.ted.com/talks/molly_wright_how_every_child_can_thrive_by_five?language=en">https://www.ted.com/talks/molly_wright_how_every_child_can_thrive_by_five?language=en</a>
Approval of July 2021 Minutes	Barb Blain asked for approval of the July meeting minutes. Nicole Norvell made the motion to accept the minutes. Brittnee Smith seconded the motion. There were no objections. The motion carried.
First Steps Update	Christina Commons shared her update via Power Point. She highlighted the last 5 years as the First Steps director and the accomplishments she and her team have achieved.  Indiana has been awarded \$4.2 million from the American Rescue Plan (ARP) funds. FSSA submitted a budget to OSEP on August 2, 2021.  Everyone thanked Christina and the team’s efforts during the past 5 years. Rep. Clere requested Christina to look forward and share First Steps goals for the next five years. He stated he looks forward to hearing what Christina and team envision at an upcoming meeting and how the ICC can support the vision.
Legislative Update	Representative Clere talked about SEA-3 (telehealth). Although it is a great bill that accomplished a lot, it did not go as far as we would have liked. The



	<p>bill included a list of licensed professionals that can offer telehealth and be reimbursed. He stated we need to work to make sure all professionals not listed in SEA-3 can provide and be reimbursed once the state emergency is over. Need to work to get other professionals added.</p> <p>We need continued advocacy with legislators to get this on the agenda for the short session that starts in January 2022. This session will run through mid-March.</p>
<p>Setting Targets for upcoming Annual Performance Report</p>	<p>Jessica Tomasino gave a presentation around the need to get stakeholder participation in advising First Steps on setting new compliance targets for the next five years. Compliance indicators 2, 3, 4, 5, and 6 need to be set. State data results for these indicators will be reported in the state’s annual performance report. The Power Point was provided to ICC members.</p>
<p>Sub -Committee work (45 Minutes)</p>	<p>All present broke into the following groups for 45 minutes:  Breakout Room #1 Advocacy  Breakout Room#2 Fiscal (Revenue and Recovery)  Breakout Room #3 Professional Development</p>
<p>Sub-Committee Report Out Summary</p>	<p><b>Thom Fisher-Advocacy:</b>  The sub-committee revisited what the state team is doing. CVR is the marketing firm the state is working with we want to make sure there is not duplication of efforts from the Advocacy sub-committee. The sub-committee will try to meet between meetings to help address some of the gaps.</p> <p><b>Mariann Frigo- Fiscal:</b>  Beta testing will happen with an Assessment Team to give more accurate billing codes. Middle of September through mid-October will be the pilot period. This group will report results at the November meeting. New coding procedures will be ready to go by January 2022. They will also work on a parent ed. piece on insurance. Beginning of this effort will match parent portal as it comes online.</p> <p><b>Connie Young-Professional Development:</b>  Presented FGRBI (Family Guided Routines Based Intervention) plans. Connie and Jessica shared a Power Point and asked for feedback from this sub-committee. Jessica and Connie will review comments and incorporate ideas into the Power Point.</p>
<p>Upcoming ICC Meetings</p>	<p>The poll that was sent out to all ICC members supported doing a hybrid approach at future meetings. Brittnee Smith suggested that for the November meeting we stay virtual, and Thom Fisher agreed.</p> <p>Representative Clere would like to see us go back to some in-person meetings. We will look at in-person with an option to join virtually. Christina will work with the state’s communications department to get a process figured out and report back at the November meeting. The Government Center is currently welcoming guests. It might be difficult to find other agencies to allow us to host a meeting at their facility due to continued Covid concerns.</p>

<p>2021 Governor’s Report</p>	<p>The final Governor’s Report will be sent out in between ICC meetings. It is due in mid-October. Thom Fisher suggested adding information about all the committees the State team members sit on at the national level.</p> <p>Representative Clere asked to highlight what the increased state funding has accomplished and the continued struggles to meet the need of more providers in the system. Jake agreed to create content for the Governor’s report summarizing the successes.</p> <p>Christina Commons suggested placing the information the council wants people to read on the first or last page. Things not in the report can be highlighted in other media spaces.</p>
<p>Membership Terms Ending 2021</p>	<p>Christina spoke around ICC memberships that started in 2018 as rolling memberships. The one-year terms are expiring at the end of December 2020. If current ICC members whose terms are expiring are interested in continuing, they must complete paperwork that will be submitted to the Governor’s office who will then make the final decision on new appointments. If you are interested in continuing or know someone who would like to be considered for appointment to the ICC, please reach out to Janet Ballard (ICC Admin. Support) to get the required paperwork (<a href="mailto:jaeball@indiana.edu">jaeball@indiana.edu</a>).</p>
<p>Election of the Chair and Vice Chair</p>	<p>Representative Clere nominated Brittnee Smith as Chair and Mark Guyer as Vice Chair. Mark asked for more information before accepting the nomination. Barb Blain filled in some of the details around the duties. Christina Commons also added that the Chair and Vice Chair both sit on the Executive Committee that meets monthly to set the agenda for upcoming meetings. Jake seconded Representative Clere’s nomination. Brittnee and Mark both accepted the nominations. Thom Fisher moved to close the nominations and Mariann Frigo seconded the motion. Representative Clere made the motion to accept by acclamation and Thom Fisher seconded the motion. Everyone one agreed and no one was opposed. The motion was carried. The new appointments take effect on January 1, 2022. Jake suggested that Brittnee and Mark be invited to the remaining monthly executive committee meetings. Janet Ballard to send out invites to both.</p>
<p>Executive Committee Nominations</p>	<p>Jake nominated Deanna Woodruff to continue serving on the executive committee. Deanna agreed to stay on the committee. Stacy Williams also agreed to stay on. Nicole Norvell had to leave the meeting so she will be asked if she wants to continue. A motion was made to have Executive Committee nominations voted on at the November meeting.</p>
<p>2022 Upcoming Meeting</p>	<p>It was agreed by all members to continue the same 2021 meeting schedule (second Wednesday of odd months) for 2022. The meeting dates are as followed starting at 10am EST:  January 12, 2022  March 9, 2022</p>

	May 11, 2022 July 13, 2022 September 14, 2022 November 9, 2022
Public Comment	No comments
Adjourn	Barb asked for a motion to adjourn the meeting. Thom Fisher moved to end the meeting and Mariann Frigo seconded the motion. The motion carried to end the meeting at 12:35pm.

**Next meeting: November 10, 2021**

**Location: Virtual**