



*Division of Disability and Rehabilitative Services*

*First Steps*

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**Interagency Coordinated Council Meeting Minutes**

**November 9, 2022**

**10 a.m. to 12:30 p.m.**

**ICC members in attendance:** Jason Berty, Cory Best, Laura Burklew, Representative Ed Clere, Erica Deathe (Walker) , Robin Duffy, Mariann Frigo, Mark Guyer, Alexandra Hall, Kristi Linson, Clarissa Lovell, Jennifer Owens, Angie Vaughn, Stacy Williams, DeAnna Woodruff

**ICC Members not in attendance:** DJ Glander, Tanya Merritt- Mulamba, Erica Miller, Megan Purcell, Sarah Sailors

**First Steps State Staff in Attendance:** Christina Commons, Maggie McCall, Jessica Tomasino, Connie Young

**Welcome and Introductions**

Mariann Frigo, ICC Chair, welcomed everyone to the meeting and attendance was taken.

The meeting was called to order at 10:05am and the DEC-Be A Part of Early Intervention video was shared. (<https://www.bepartofei.org/bepartofei.mp4>)

**Approval of September 2022 minutes (Vote on Approval)**

Mariann Frigo, ICC Chair, asked the council if anyone had any edits or additions to the September meeting minutes. Cory Best moved to accept the minutes as written. Jennifer Owens seconded the motion. The council voted to accept the minutes by a vote:

15 Yes

0 No

0 Abstained

The motion was carried.

**Executive Committee Nominations:**

Mariann Frigo, ICC Chair, nominated Jason Berty, owner of Children’s Therapy Connection (provider agency), Cory Best, Indiana Department of Insurance (IN state agency representative) and Jennifer Owens, Director of Children’s Services at Blue River Services, Inc. (provider agency) to be a part of the Executive Committee. She also asked for any other nominations from the council. No other nominations were received. Stacy Williams make a motion to accept the executive committee nominations. Angie Vaughn seconded the motion. All members approved by a vote:

15 Yes

0 No

0 Abstained



The motion was carried.

### **First Steps Update**

Christina Commons, First Steps Director, provided the state update. The state team has a new member Program Services Manager starting November 14, Katie Goodwell. The team has identified candidates for three new positions (Data Manager, Training Manager, and Family Engagement Manager). The SPOE RFP was released at the end of October, and responses are due by December 15 for review and evaluation. The State has received many inquiries in the last several months from entities who are interested in enrolling as a First Steps agency. (Complete Power Point is attached).

### **2022 Governor's Report**

Mariann Frigo, ICC Chair, stated that the Governor's Report for this year was submitted timely. It will be posted to the First Steps State website very soon. A copy was shared with the members. Ideas were shared on how to use the report when advocating for First Steps with legislators.

### **2023 Meeting Calendar**

Proposed meeting dates and times were shared. Mariann asked members if they would prefer 2 fully virtual meetings and 4 hybrid meetings in 2023. Representative Clere shared that he preferred keeping 6 hybrid meetings annually. All Council members agreed. It was decided that the 2023 meeting schedule would continue to be every other month both in-person and virtual. (Dates attached). The 2023 meetings will take place at Easterseals Crossroads located at 4740 Kingsway Drive, Indianapolis, IN 46205 in the fifth-floor conference room from 10am to 12:30 pm.

### **Sub-Committee Work Summary**

#### Advocacy Sub-Committee

Representative Clere gave the summary for the Advocacy sub-committee. The committee talked about the continued need for advocacy. It will be harder to connect with legislators once the upcoming session starts. Think about bringing families with you to share their stories about First Steps. Representative Clere also shared he is happy to help make connections with legislators. Katy Stafford Cunningham with INARF and Hannah Carlock with the ARC of IN can also help make connections. Deanna Woodruff stated that there is a need to connect parents to other parents. Donna Olsen also shared she works with an organization, Special Kids Can't Wait Coalition, that can help parents connect.

#### Fiscal Sub-Committee

Mark Guyer gave a summary from the Fiscal sub-committee. They would like to request data around the fund recovery efforts such as private insurance reimbursement and parent co-pays. The committee will work with the state office and PCG to get the data.

#### Professional Development Sub-Committee

Connie Young gave the summary or the PD sub-committee. She reported that the committee selected Dr. Megan Purcell and Leann Faust as co-chairs of the sub-committee. They discussed reviewing child assessment tools and the possible development of a rubric. Janet Ballard will set up a meeting with the co-chairs and volunteer Rakshita Modugu to review her research around child assessments.

**Legislative Updates**

Representative Clere stated the upcoming session is a budget session for July 1, 2023-June 30, 2025. He stated a budget will be drafted against a difficult backdrop. The Budget Forecasting Report will be sent to State Budget Committees in December to use during the upcoming session in early 2023.

**Public Comment**

Mariann Frigo, ICC Chair, asked if there was any comments from the public. No one offered any comments.

**Adjourn**

Mariann, ICC Chair, asked for a motion to adjourn the meeting. Jennifer Owens made the motion. Cory Best seconded the motion and the motion carried. The meeting was adjourned at 11:57am. The next meeting is January 11, 2023.

**Minutes were respectfully submitted by Janet Ballard, ICC Staff Support**