

***Transition/Child Find Committee  
Miami, Grant, and Wabash counties***

***November 16<sup>th</sup>, 2015***

Attendants: Amy Ellis (Homefront), Lily Osborn (SPOE Director), Clara Mann (1<sup>st</sup> Kids - Executive Director), Bailley Maxwell (Bona Vista Early Head Start – Miami County), Laura Fulton (Principal - Pipe Creek Elementary), Donna Fawcett (LEA/LAJSSC), Jodi Curtis (SPOE Coordinator Supervisor), Kaeleigh Porter (LPCC Coordinator), and Robyn Culley (Carey Services Early Head Start – Grant County)

Welcome and Introductions were made. Meeting minutes were reviewed. Amy Ellis motioned to accept the minutes and Donna Fawcett seconded.

Updates:

***First Steps:*** Lily Osborn reported that there is currently not a First Steps State Director due to Shirley Huntsman resignation. The cluster is looking to hire a new Service Coordinator for Grant County.

***School Systems:***

Logansport (North Miami) – Donna Fawcett reported that there are no new updates at this time.

Maconaquah – Laura Fulton spoke with her Director and Assistant Director about the Late Referral/Department of Education Agreement. Director reported that this was currently put on hold.

***Head Start:*** Robyn Cully reported that Carey Services is currently submitting the paperwork because their contract is up for bid. Donna Fawcett asked if Head Start gets invitations to be present during transition meetings. Robyn reported that it happens occasionally but not for every case. Jodi Curtis reported that families tend to get confused and typically just want to see if their child qualifies with the school system first before looking to Head Start for services. Robyn reported that Performance Standards haven't been passed for Head Start yet.

***Early Head Start:*** Bailley Maxwell reported that Bona Vista works to have screening within 45 days of enrollment into Early Head Start program. If screener shows a delay or potential delay, some families will refer to First Steps but others aren't great with following through with referral. Bailley asked SPOE representatives what she could do better serve her staff and families. Clare Mann touched on the fact that First Steps is a voluntary program so it's good to follow up with families in Early Head Start that are referring to First Steps but no one can force participation in the First Steps program. Bailley reported that they struggle with families not communicating with Early Head Start staff. Robyn reported that their Early Head Start lets their families know that they can have a case worker present at the visits if preferred. Robyn also stated that they have their families sign paperwork stating that they didn't want First Steps services. Clare reported that the difficulty with families following through may be due to them feeling like it's forced on them. Robyn asked Jodi where she had the most difficulty with families no showing. Jodi commented more at the Intake stage than anywhere else. Robyn commented that Carey Services can educate their families to let them know how important early intervention services are for their child's development. Bailley commented that in Miami County, Bona Vista is working with their families to support them and that their specialists coach families to make sure that they understand how the program works and its benefits. Clare reminded the committee that Service Coordinators must stay compliant with the intake dates. Early Head Start will begin requesting dates for the Initial IFSP meeting as long as they have a release.

**Agencies:** Amy Ellis reported that they have an OT that is Spanish speaking in Grant County, a COTA and OT in Miami County, and that they still need a ST for all three counties.

**Preschools:** No report.

**Transition Events:** Kaeleigh Porter reported that there are been two events that she was present for. One was the Developmental Screening Days at Bona Vista Positive Results on September 30, 2015 and the other was the Health and Safety Fall Fest in Grant County at the River Community Church in Marion. The cluster received a few referrals from the events so it was successful!

**Updates:** Robyn reported the Dr. Jesch is back working part time and that Dr. Wolfe won't sign on paperwork unless concerns were discussed prior with the family. Clare asked if this was typically Medicaid families and the group confirmed that it was. Clare and Amy reported that there is another physician who does the exact same thing and that is something that they are allowed to do. Amy requested confirmation on if a child's file is closed and then reopened right away due to lack of doctor's signature, if First Steps could still use the same assessment. Clare reported that First Steps can reuse the same evaluation because of the situation.

Meeting adjourned. Kaeleigh motioned to end the meeting. Amy Ellis was first and Robyn Culley second.