

CENTRAL INDIANA FIRST STEPS

Annual Retreat / Fall Council Meeting

1/26/13 Date

Name	Agency	Changes to current contact info
1. Debbi Davis	SPOC	
2. Angela Birk	SPOC	
3. Tami Waininger	Noble	
4. Beth Pietras	Noble	
5. Sarah Meier	RDC	
6. Megan Henness	SPOC	
7. Joanne Robinson	JANUS	
8. Holly Andrews	CROSSROADS	
9. Annie Hudson	Visually Impaired Preschool Services	
10. Judy Hancock	PediPlus	
11. Judy McEUCIE	Pediply	
12. Frank Knez	Collab for Kids	
13. Patti Alban	Sycamore Services	
14. Carrie Tamminga	SJLISC / SRNBHH	
15. Sarah Bailey	Child Care Answers	

CENTRAL INDIANA FIRST STEPS

Annual Retreat Fall Course Meeting

4/26/13 Date

Name	Agency	Changes to current contact info
1. Ann Johnson	Healthy Families	- Claire Joya to replace.
2. Jeanne Baldwin	Wayne Twp. preschool	-
3. Jill Sanders	Accord & KOT	
4. Beth Wellman	Washington Township	
5. Karen BERTY	OTC	-
6. ANN BERTY	OTC	
7. Annemarie Fisher	MSD Nash Shop	
8. Pamela Skins	Covenny kids & Families	-
9. Yanda Guntlett	ISD - Outreach for Deaf/HH	-
10. Cherry Callas	ISBVI - Outreach BLV	
11. Claire Joya	Healthy Families	
12. Betsy Sloan	PediPlay	
13. Natalie Newlin	PediPlant	
14. Charone Lesher	Carmel Clay Schools	
15.		

CENTRAL INDIANA FIRST STEPS

_____ Meeting _____

_____ Date _____

Name	Agency	Changes to current contact info
1. Kathryn Klein	Carmel Clay Schools	NA
2. William St. Pierre Sandy	The Arc of IN.	
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**CENTRAL INDIANA FIRST STEPS
LOCAL PLANNING & COORDINATING COUNCIL
Cluster G Full LPCC Meeting Minutes/Annual Retreat
April 26, 2013**

Present: Natalie Newlin-PediPlay, Barb Blain-PediPlay, Judy Hancock-PediPlay, Judy McKenzie-PediPlay, Frank Knez-Collab for Kids, Patti Sebanc-Sycamore Services, Sarah Bailey-Childcare Answers, Carrie Tamminga-SRNDHH/St. Joseph's Institute, Holly Andria-Crossroads, Joanne McDonough-Janus/Riverview, Tami Wanninger-Noble, Beth Pietras-Noble, Lorinda Bartlett-ISD, Ann Hughes-VIPS, Jason Berty-CTC, Karen Berty-CTC, Pamela Humes-covering Kids and Families, Sherry Callas-ISBVI, Charone Leshner-Carmel Clay Schools, Kathryn Klein-Carmel Clay Schools, Willaine St. Pierre Sandy- ARC of Indiana, Ann Johnson-Villages Healthy Families, Claire Joya-Villages Healthy Families, Jeanne Baldwin-Wayne Township Schools, Jill Sanders-Accord/Kids Only, Beth Wellman-Washington Township, Annemarie Fessler-Washington Township, Angie Dick-SPOE, Debbi Davis-SPOE, Megan Henness-SPOE, Sarah Muir-Riley Child Development Center, Stacy Holmes-council, Katarina Groves-council

Agenda Items	Discussion	Action Items
Welcome/Introductions	<ul style="list-style-type: none"> • The meeting was opened with introductions and an ice breaker. 	
Awards	<ul style="list-style-type: none"> • Katarina introduced and acknowledged the Executive Committee to the group at large. • Katarina acknowledged award recipients. She highlighted parent volunteers Michelle Fetes, Kristin Guarino and Mark Guarino, and their many contributions to the council and the committees they represent. She thanked our Community Partners. Hilltop Developmental Preschool/Washington Township Schools and Annemarie Fessler for hosting the Next Steps Transition event for families, as well as making space available for the Annual Retreat. She also thanked Crossroads and the Crossroads Guild along with Holly Andria for their tremendous support over the years, and assisting with the First Steps to Reading fun events. • She advised the group that Dr. Sheila Stewart-Whack had the highest amount of referrals with 105, for the cluster. This is a repeat honor for Dr. Stewart. • She acknowledged the providers who had received a Pat on the Back this fiscal year. They include: Carla Stornetta with Advanced Children's Therapy, Amanda Ayers and Joan Goldfarb with children's Therapy Connection, Adrienne Pfeffeberger with Cornerstone, David Sterne with PSA, Stephanie Taylor and Amy Peterson with Talking Time and 	

	Angie Dick with the SPOE.	
LPCC Planning	<ul style="list-style-type: none"> • Stacy reviewed the holdback and results to the group. • Stacy made the group aware of a budget amendment necessary for the SPOE. Judy McKenzie, Executive Committee Member, signed the document to verify it was reviewed. • Stacy brought the groups attention to the Bylaws which had been emailed out to the full council prior to the meeting. Anne Hughes motioned to accept the bylaws as written, Sarah Bailey seconded, and the motion carried. No changes were made to the bylaws. • Stacy shared a diagram of the LPCC structure with the full council as a reminder of its function. She indicated that due to a decreased attendance in the Family Outreach Committee, we would be combining the committee with the Public Awareness Committee. A discussion ensued as to how to handle the merge going forward. Stacy suggested that maybe we could alternate back and forth between a morning meeting and an evening meeting, whereby the evening meeting would have more of a social aspect to it. Maybe have a speaker for evenings to encourage parents to attend? Stacy speculated that attendance had dropped off due to the parent stipend going away and not being able to serve dinner due to limited funds. It was suggested that maybe agencies could partner together and sponsor a dinner for the evening meetings and make it more family friendly. It was suggested that maybe location was an issue for some families to travel to Indpls. in the evening. Possibly the meetings could move around to different agencies in the cluster. It was suggested that there be four morning meetings and two evening meetings throughout the year. In addition to the First Steps to Reading Fun (FSTRF) event, it was suggested that a dinner be done for families who are in the LPCC. It was also suggested that the number of event/meetings be decreased to two one of which would be the FSTRF event. It was decided that the morning committee group would meet every other month starting in May, and the evening group would meet would have an initial meeting in June. To begin to plan for the FSTRF event and to determine necessary meetings for the evening group going 	<ul style="list-style-type: none"> • Stacy will update LPCC meeting schedule for committees for the remainder of this fiscal year and the new fiscal year. • LPCC staff will take a look at suggestions and decide what to implement going forward.

	<p>forward.</p> <ul style="list-style-type: none"> • Stacy agreed to update the meeting schedule for all committees to be emailed out to everyone soon. • Katarina directed everyone’s attention to the Committee outcomes and particularly the Functions of the LPCC. She pointed out the membership requirements for the council and that it is reported to the state quarterly. There hasn’t been an issue with membership to date, but there is a need to recruit more members in order to avoid issues in the future. There is a specific need for health and medical representatives as well as parents. She asked for ideas to solicit new members to the council. It was suggested that some marketing materials be drawn up for the LPCC and could be included in the Family handbook. Maybe the SC’s could share the LPCC information with families when they visit at a 6, 9, or 12 month review. It was noted that families are overwhelmed as they start the program, but given time, they will understand the program more and may have the willingness to be a part of the council. The LPCC should be marketed more at the FSTRF event as it is heavily attended by First Steps families. It was also suggested that the coordinators visit with agencies to talk about the LPCC and its function and importance, so that providers can share with families as well. Faith based early childhood programs could also be made more aware of the program and the council as a whole to get their buy in. It was suggested that Dr. Stewart be contacted to see if she would be willing to be a part of the council since she is an obvious advocate of the program. There could possibly be a “Bring a friend day”, or maybe offer gas cards to new attendees? • Katarina directed the group to fill out a form provided with potential people that could be solicited for the council. She also asked everyone to fill out a council participation form for the upcoming 2013-2014 fiscal year. • It was agreed that council staff would start to take a look at some of the suggestions to see what was feasible going forward to implement. 	
<p>Announcements/Close</p>	<ul style="list-style-type: none"> • No announcements were made and the meeting was adjourned. 	<p>Next Meeting: October 4, 2013 11:30 am at ProKids Inc.</p>

Respectfully submitted,
Katarina Groves