

**EARLY INTERVENTION PROGRAM (EIP), FAMILY SUPPORT PROGRAM (FSP), COMMUNITY  
OPTIONS PROGRAM (COP) ADVISORY COMMITTEE**

September 24, 2015

**Members Present:** Flonnie Pliska, Dave Neumann, Jennifer Shanak, Linda Kirchner, Nicole Lauritzen, Sue Otterson, Sarah Heinrich, William Gonwa

**Members Absent:** Susan Younger, Sue Johnson, Eileen Lamm, Jeanne Gehrke, Steve Wowzynski

**Others Present:** Beth Hintz, Jenni Boelter, Kacie Ellenbecker, Rebecca Parker

**Handouts Available:** Agenda, Family Support Program Statistics – 9/24/2015, Advisory Committee Minutes 3/12/2015, Advisory Committee Minutes 6/4/2015

I. **Call to Order:** Linda Kirchner called the meeting to order at 4:36 pm.

II. **Addition to Agenda:** Committee Appointment

Motion made by Flonnie Pliska, seconded by Nicole Lauritzen to recommend Sarah Heinrich replace Amie Krueger as a parent/citizen member to the EIP/FSP/COP Advisory Committee. Motion carried. **ACTION REQUIRED**

III. **Approval of Minutes:** Motion made by Flonnie Pliska, seconded by Sue Otterson to approve the minutes from the March 12, 2015 meeting. Motion carried.

**Approval of Minutes:** Motion made by Nicole Lauritzen, seconded by Jennifer Shanak to approve the minutes from the June 4, 2015 meeting. Motion carried.

IV. **Family Support Program:** Bill is sitting in for Susan Younger, FSP Coordinator. Bill reviewed the following report:

**FAMILY SUPPORT PROGRAM STATISTICS – 09/24/15**

\$52,668.00 – 2015 Base Allocation  
-\$5,266.80 – Administrative costs (10 percent)  
+\$1,904.00 – Carry over from 2014  
\$49,305.20 – Money available for direct services in 2015

**2015 Family Support Update:**

There are currently 25 names on the Family Support funding list. This includes one high-needs child that utilized Family Support funding as “match” for the CLTS Waiver program during the first two months of this year. The following is a breakdown of the activity that has occurred thus far this year:

- 48 children are currently open and receiving Family Support funding.
- 34 of the children who are currently open for Family Support funding are also open on the CLTS waiver and are receiving one-time funding to pay for a service not covered by the CLTS waiver.
- 14 children are being funded with “pure” Family Support funding. (Not receiving any other funding.)

- All of the families on the FSP funding list received letters inviting them to participate in the 2015 FSP funding year.
- 8 families declined FSP funding in 2015 but requested that their child remain on the funding list for next year.
- There are currently 2 children who are in the process of being opened for FSP funding at this time.
- Any new referrals for CLTS/FSP funding in 2015 will be eligible to receive Family Support funding if they meet the eligibility criteria of the functional screen.

Of the \$49,305.20 that is available for direct services, \$49,673.41 has been allocated so far this year leaving us currently over-allocated at this time. However, only \$24,935.72 of the allocated funding has been spent so far this year. At this time, the total amount of unspent funding is \$24,737.69. Even though all funding has been allocated, this is a relatively high amount of unspent funding considering that we are almost three fourths of the way through the funding year. Typically, up to 5% (\$2,633.40) of the total \$52,668.00 allocation can be carried over into the next funding year.

Bill shared the Family Support program will be ending December 31, 2015. This will be replaced by the Children's Community Options Program which will fall under federal guidelines.. We do not have any information or program guidelines. Our Committee will still be needed. One of the requirements of the Community Options Program is to have an Advisory Committee. The Community Options Program first started in Waupaca County as a pilot program. Hopefully there will be more information to share at the December meeting. There will be no carryover monies for next year.

- V. **Early Intervention Program:** Nicole Lauritzen reported the number of children served is slightly down. Kacie Ellenbecker is joining us as a student teacher. There are no staff changes to report. Birth-Three has been attending trainings as a team. They recently attended the Grief, Loss & Trauma training. The annual self assessment will take place October 29. Both files and data will be reviewed. The EIP continues to use the Primary Coach Approach to Teaming. The decision was made the family will have their first intake visit in person rather than over the phone and then the paperwork will be left with them to complete. The transition packet is being reduced and changed. The new information packet will be available for review at the next meeting.

**DATA** 4/1/2015 through 6/30/15

**Number of children served:** (had or have an open IFSP): 64

**Number of Referrals:** 41

Of the referrals, 2 were CAPTA referrals

15- Eligible and accepted services

5-Ineligible after evaluation

4- Lost to Follow-up

0-Transfer to different county (child moved after initial referral)

2-Screen only

4-Family denied a screen or an evaluation

0-Screen being done by Healthy Beginnings

0-Already receiving services

0-Child was over 3 years of age

5-Still in the process of screening or evaluation-IFSP

0-Eligible but denied services

0-Referred to school-was close to three years old

1-Referred to wrong county, forwarded the referral

4-Referred to Medical Specialist

1-Transfer from another county

Jenni Boelter passed around two brochures from the Waupaca Family Resource Center.

- VI. **Schedule Next Meeting:** The next meeting will be held Thursday, December 17 at 4:30 pm in the UW-Extension Conference Room. As this will be the last meeting of the FSP Committee, Bill suggested we invite some of the former committee members who had served for many years to acknowledge their time and commitment.
- VII. **Adjourn:** Flonnie Pliska made a motion to adjourn the meeting, seconded by Jennifer Shanak. Motion carried. The meeting was adjourned at 5:27 pm.

Submitted by,

Beth A. Hintz  
Clerk/Typist