

**ADMH Division of Developmental Disabilities
Coordinating Subcommittee Zoom Meeting Summary
October 6, 2020**

Participants: There were 161 Participants.

Voting Members Present:

Jo Poates, AADD Representative
Arvy Dupy, AADD Representative
DeAnna Ferguson, Ph.D., Other Providers–VOA Representative
Connie Batiste, ADMH/DDD Representative
Ken Oliver, Alabama MH Centers Representative
Darryle Powell, Sr., Alabama DD Council Representative
Wade Reese, ACE/Arc Representative
Jamie Herren, Alabama Council/MH Centers Representative
Diane Durbin, ADMH/Advocacy
Susan Ellis, People First of Alabama Representative
Byron White, ADMH/DDD Representative

Voting Members Absent:

Jane Cameron, Arc of Alabama Family Representative
Ann Riddle, Arc of Alabama Representative

1. Welcome and Called to Order

AC Pezent called the meeting to order.

2. Approval of Agenda

A motion was made to approve the agenda by Mr. Oliver and seconded by Ms. Poates. The motion was approved.

3. Approval of September 8, 2020 Minutes

A motion was made by Ms. Poates and seconded by Mr. Oliver to approve the previous meeting minutes. The motion was approved.

4. Associate Commissioner Update (Terry Pezent)

- The DDD Subcommittee Meeting Minutes, as well as the Questions and Answers are now posted to the website. The website link is <https://mh.alabama.gov/dd-subcommittee-meeting-minutes/>
- The website link to the revised Administrative Code and Public Comments is <https://www.alabamaadministrativecode.state.al.us/UpdatedMonthly/AAM-SEPT-20/AAM-SEPT-20.htm>. November 4, 2020, is the deadline for review and comments. The procedural information from the administrative code will now

become embedded in the operational guidelines. The next release of the Operational Guidelines Manual will be sent out soon after November 4, 2020.

5. COVID-19 Workgroup (Terry Pezent)

The COVID-19 workgroup will continue to meet every two weeks, through the pandemic, or at least through January 2021.

A) COVID-19 Trend Analysis Data (Connie Batiste) - COVID-19 testing continues to increase among people receiving services with fluctuation over the course of several months. The table below provides a breakdown of administered tests, positive outcomes and COVID-19 related mortalities in the DD community reflecting May through September 2020:

	Tested	Positive	Deaths
May	131	16	3
June	694	128	5
July	736	150	8
August	1132	284	14
September	1199	320	14

The table below provides a breakdown of individuals being served by Region, reflecting May 1, 2020 to October 5, 2020:

Region	Tested	Positive	Hospital	Deaths
1	321	75	16	3
2	220	59	12	5
3	341	118	17	4
4	123	25	7	1
5	222	49	12	1
Total	1227	326	64	14

A discussion was held regarding Region 4's data being lower than the other regions. Region 4's Incident Manager related that during the initial phase of the pandemic, the numbers were high, but the numbers leveled off gradually perhaps because Region 4's providers have done a great job at keeping individuals protected.

The trend analysis report will be posted on the website.

B) DD Day Programs Closures (Amy Waren) - The day programs are 75% opened statewide. Currently, there have not been any necessity to reclose any of the day programs. Most of the programs that did remained closed are using virtual tools for services. A discussion was held.

Mr. Oliver stated that he thinks that it is encouraging to see the COVID numbers declining. Providers are obviously doing a great job.

6. Office of Systems Management and Waivers (Terry Pezent)

A) ID/LAH Waiver Renewal Status (Terry Pezent)- The waivers renewals were sent to CMS on September 28, 2020. One of the significant changes made to the waiver was remote support services (this service is also in the CWP Waiver). The waiver public comments will be referenced in the final posted document. Several of the *public comments* and *responses were briefly shared with everyone*.

B) Appendix K Update (Terry Pezent) Appendix K was approved. One major revision to Appendix K was the removal of the modification request to limit the number of participants served in residential habilitation. For instance, if there is a situation without adequate staff, the residents can be moved to another home as long as it does not exceed the capacity number required by Life Safety. Another major change addressed the confusion regarding the retainer payments. The updated Appendix K will be posted on ADMH/DD Systems and Management webpage.

The providers virtual services will be evaluated. There is a need for virtual services procedures and guidelines.

C) Community Waiver Program (Kevin LaPorte) – January 1, 2020 is the launch date. The responses to CMS questions regarding the 1915© and 1915(i) applications were submitted last week.

Three provider trainings have been completed with two trainings remaining, which will be held on October 20th and 27th.

Four providers were added in Region 2. An evaluator was selected for the 1115 demonstration waiver, and the provider will be notified. The training vendor will be based on the RFP. The providers have been selected for the CWP community waiver by email, and the initial certification application deadline is October 12, 2020.

7. Office of Fiscal Operation (Andy Slate)

- As the result of the fiscal year close-out, there was a delay in payment. The check write for September 11th was sent out last week.
- The ADMH Contract Office will overnight contracts this week. Providers are requested to overnight the contracts back as soon as possible to prevent an interruption in payment for the October 2nd check write date. Ms. Poates voiced her concerns. Providers should not be penalized due to the department's delay in getting contracts out on time? Please send all concerns regarding contracts to Mr. Slate at andy.slate@mh.alabama.gov.

- An email went out yesterday regarding submitting August and September requests for PPE. This is for Phase I, as Phase II is on hold right now. More information is forthcoming. In reference to the CARES Act and the supplemental payment for day programs, those providers should receive payment soon.

8. Office of Supported Employment Services (Byron White)

- A three-day virtual Job Coach certificate-based training was hosted in September. The training was not effective because all participants did not have video cameras. This made it difficult to determine who completed the entire training. The in-person training is more effective and will be resumed in Spring 2020.
- The HCBS marketing materials are still available.
- ADMH/DD has been contracting with Vocational Rehab (VR) for Community Work Incentive Coordinators (CWICs) services, but now this resource will be housed internally. There are no additional costs involved in moving the VR coordinators in-house.
- Only three school-based programs and three youth programs are active for Project Search. The programs are no longer located at its original hospital sites. Internships are being set up at the new sites.
- Prior to COVID, the office of employment services was collaborating with VR on how to braid services for employment. Six agencies were selected for pilots and some discovery meetings were held. Plans are to revisit the RFP initiative and meet with the six agencies (VOA, CDDD, Arc of Tuscaloosa, Arc of Marshall County, The Arc of Jackson County, The Arc of Clark County).
- The transformation agencies were affected by COVID because site visits were postponed. Providers who are interested in transformation, please contact byron.white@mh.alabama.gov.
- Data collection from providers were suspended in the ECON Tool online. DDD is hoping to get the tool back up and running soon. Derek Greer will be contacting the agencies who used this tool.

9. Office of Support Coordination Services (Penny Rozell)

- During the month of September, over 200 support coordinators were trained statewide on the new person-centered planning process. Beginning October 1, 2020, support coordinators will begin utilizing the new skill set. Ongoing training for new support coordinators, will be Oct 13-15, Oct 27-29. For registration, please contact tammy.carroll@mh.alabama.gov.
- Guidance explaining the difference between the QMP role and the support coordinator role was sent out earlier this week. DDD has established ongoing mentoring through Microsoft Teams for all support coordinators who have completed the PCP training. This is an opportunity for questions and feedback through Microsoft Teams. As a reminder, the Person-Centered Thinking

eLearning opportunity is still available for QDDP Professionals, Direct Support Professional, and Support Coordinators. More individuals have started using eLearning. For instance, in July 2020, there were 18 participants, in August 2020 there were 10 participants, and in September, there were 15 participants.

- Progress is being made with the self-directed services handbook. The goal is to distribute the handbook in November 2020.
- In reference to the DDD Call Center data, there were 737 calls during the past three months (July, August, and September). Of the 737 calls, 207 calls related to completion of applications and 225 callers were referred to other agencies based on their requested services. A tracking process has been implemented for all calls related to children services. There were 122 children services referrals. A tracking process related to Autism services referrals will begin October 1, 2020.
- DDD is approaching the third year with Community of Practice (CoP) and the program has been introduced to support coordinators. A family advisory network has also been developed. Additionally, five ambassadors have been established and they are designated for each of the five regional offices. JoAnn Bennett (ADMH/DD) is the facilitator and the co-facilitator is Johnna Breland (DD Council).

10. Office of Community Services (Amy Waren)

- The Office of Community Services continue to provide technical assistance for RFA and monitoring. Although the virtual monitoring is being utilized, in some cases, onsite/in person visits may be necessary.
- DDD is on track with the HCBS compliance and is currently working with Medicaid. Internal meetings are being held to ensure everything runs smoothly.

11. Office of Certification (Connie Batiste)

- The Office of Certification and Quality Enhancement positions have been filled in Region 2, with November 1, 2020 being the start date for new staff.
- The certification staff is anticipating resuming in-person certification on-site visits. Thanks go to providers who are willing to make records available.

12. HCBS Compliance (Kathy Sawyer)

- CMS moved the deadline back to March 2023 for compliance. Please note that ADMH/DD continues to strive toward compliance prior to the 2023 date. In preparation for complying, ADMH/DD established workgroups. The purpose of the workgroups was to give transparency and engagement of a broader spectrum of ADMH/DD stakeholders. The workgroups have moved along the path of their workplans and will discontinue when their work has been completed.
- The division continues to meet monthly with Medicaid on HCBS compliance, specifically focusing on the validation information and data reporting regarding

Prong 3. Medicaid and DDD are working to ensure the interpretation of the compliance is consistent. DDD continues to participate in the HCBS setting meetings with Medicaid and other states who showcase their works centered around HCBS compliance.

Support Coordination Deconfliction (Kathy Sawyer)

- The deconfliction plans from the nine agencies were received. Thanks to agencies who offered to work with the deconflicted agencies and because of this, the department fortunately did not have to hire new support coordinators. Of the nine agencies, four were designated support coordination agencies by the Commissioner. The five other agencies put Memorandum of Understanding (MOUs) in place to work with other agencies. November 1, 2020 is the deadline for deconfliction compliance. DDD is currently working with agencies regarding their support coordination deconfliction transition plans.

13. Alabama Medicaid Agency Update

No update.

14. Announcements


- The new ADMH Director of Legislative Liaison is Ada Katherine van Wyhe.
- Due to storm damage, the October Fall Conference was postponed until Spring 2020.
- Ms. Poates requested that Autism Services be on the next agenda.

15. Next Meeting

The next Meeting will be held in November 2020.



Terry L. Pezent, Associate Commissioner
ADMH/DDD



Shirley Hicks, Recorder
ADMH/DDD