

DD Transition Plan Task Force Meeting Summary

A meeting of the DD Transition Plan Task Force was held at 10:000 am, on February 12, 2019 at the Alabama Department of Rehabilitation Services.

Members Present:

Jill Russell, ADMH Advocacy	
Susan Ellis, People First of Alabama	Jamie Herren, Alabama Council on MH Centers
Ken Oliver, Glenwood/Alabama Council	Terry Pezent, The Arc of Alabama
Arvy Dupuy, ID 310 Boards	Anne Riddle, The Arc of Alabama
Jo Poates, ID 310 Boards	James Tucker, ADAP
Karen Stokes, ACE/Arc	Jeff Williams, ADMH/DD
Susan Klingel, ACE/Arc	Jerry Pike, Eagles' Wings
Carla Stallworth, Other Providers	Samantha McLeod, Alabama Medicaid
Kathy Sawyer, ADMH/DD Consultant	DeAnna Ferguson, Other Providers

Members Absent:

Donna Foster, Future Living Community Services	Kevin LaPorte, Region III Community Services
Katy Johnson, People First of Alabama	

Guests:

Andy Slate, ADMH/DD	Byron White, ADMH/DD
Karen Coffey ADMH/DD	Malissa Valdes-Hubert, ADMH/DD
Connie Batiste, ADMH/DD	Jim Dill, Alabama Council on MH Centers
Dr. Teresa McCall, ADMH/DD	Lou Vick, Arc Walker
Lee Yount, Glenwood	

Recorder:

Velma McElrath	
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Welcome and Introductions:

Kathy Sawyer, Consultant with the Alabama Department of Mental Health, Division of Developmental Disabilities, called the meeting to order and the members of the task force, Medicaid and guests gave introductions.

Ms. Sawyer welcomed Terry Pezent, new Associate Commissioner for Developmental Disabilities. Ms. Pezent provided an update of the work regarding the Home and Community Based Settings Rule as follows:

- New assessment tools, which were adopted from Wisconsin, have been released to help with getting in compliance with new settings rule. Assessment tools are included in packet for review by the task force.

- Dr. Lisa Mills, consultant, has been working closely with division on the implementation of the HCBS rule. She assisted the Commissioner in developing the division's budget proposal, which has been submitted to the Legislature. She has also submitted a proposal to continue working with division over the next few months to assist Karen Coffey with review of the waivers.
- A work group has been formed due to internal conversations regarding the waiting list.
- Five regional meetings have been scheduled across the state for families/self-advocates and providers; dates are: February 27th (Decatur), March 6th, March 13th, March 27th and April 3rd (schedule will be sent out with the locations and dates when finalized).

Review of Minutes of Last Meeting and Agenda Overview:

Ms. Sawyer asked if there were any changes or corrections to the minutes from the previous meeting; there were none. Minutes were approved as mailed. The agenda was also approved as distributed.

Work Group Reports:

Ms. Sawyer asked each of the work group chairs to give an overview of their work since the last meeting, to discuss their revised work plan and the next meeting date.

The following reports were given:

- **De-conflicting Case Management:** Karen Coffey provided the following overview for the work group:
 - Responses have been received from the letter regarding deconflicting case management to providers with sole provider status. A list provided by Debbie Popwell was used to identify these providers. These providers were asked to provide documentation to the department justifying status of sole provider for each county where sole provider status is claimed.
 - RFPs are still needed for counties for services and for case management in all counties with sole provider status.
 - Two different medical supply companies have been identified and are now enrolled with Medicaid. They are now waiting to be trained in ADIDIS.
 - Some Agencies are trying to de-conflict on their own and some have already de-conflicted. Spectra Care is trying to de-conflict own their own; however, Altapointe and Greater Etowah have already de-conflicted.
 - The work plan dates are still on track; however, the date for deconfliction completion has been pushed back to the end of the fiscal year.

Ms. Sawyer asked the work group to provide an updated list of providers who are de-conflicted and conflicted. She also challenged the work group to complete de-confliction by the new scheduled date and not to push date back any further.

- **Person Centered Planning and Personal Outcome Measures:** Beth Schumacher provided the following overview for the work group:
 - Information was requested from the seven case management agencies participating in the pilot regarding the provider agencies they are working with; however, they have received information from four of the case management agencies. A meeting will be set up to walk these case management agencies.
 - Trainings for case managers were held for five full days in the month of January. However, another training has been set for 2 ½ days for a second training in Tuscaloosa.
 - The division has met and identified guidelines for the implementation of essential policies for the division. A work group has been established by the Associate Commissioner, Terry Pezent, who appointed Jeff Williams as the chair to develop policies and procedures across all various service areas and processes.

- **Residential Service:** Jeff Williams provided the following overview for the work group:
 - Dr. Lisa Mills recommended the work group update the self-assessment tool for residential and day services and to include a validation plan.
 - Dr. Lisa Mills will help develop training for both providers and monitoring staff of the regional offices. Trainings will start in the month of February and will be provided at the regional meetings by the CSDs.
 - Providers will need to complete the self-assessments beginning April 1, 2019 with a completion date by April 30, 2019.
 - The residential monitors will start using the validation tool to validate assessments May 1, 2019 and on-going (validation will be used as a monitoring tool instead of two separate tools). The validation should be completed by the end of October.

The task force members discussed the submission date for the state-wide transition plan and comments. Samantha McLeod confirmed, as of now, there is only a soft date of March 29, 2019 at which time Medicaid releases the plan for public comments.

The task force members also inquired if the tools would be electronic and where would they go; however, there were concerns that everyone did not have access to ADIDIS. Ms. Sawyer charged the work groups and the division to address this issue in terms of access.

Ms. Sawyer asked Jeff Williams to update residential plan to show what will happen after the validation process is completed.

- **Pre-Vocational and Day Services:** Byron White provided the following overview for the work groups:

- Work group received same comments and recommendations as residential.
- The pre-vocational/day tool will be available April 1, 2019
- Training in March for CSD's and regional staff.

Ms. Pezent made the task force aware of the Individual Experience Assessment Tool, which will be completed by case managers. This survey tool will be available April 1, 2019 and will be a part of the person-centered planning process each year.

The work group was charged by Ms. Sawyer to revisit the QDDP standards relative to job duties, performance, trainings and other requirements in view of new case management/service coordination's functions and report at the next task force meeting.

Ms. Sawyer asked the task force for approval of the self-assessment and validation tools; the tools were approved.

- **Education and Advocacy:** Ms. Sawyer introduced Byron White as the new chair of the work group as she would no longer be the interim chair. Byron White provided the following overview for the work group:

- RFPs went out for a marketing firm and Cooperwing was selected. The marketing firm will have stakeholders/focus group discussions to develop marketing/education materials. This first meeting will be February 20, 2019 for a group of 10-12 people. The DMH staff will meet with the firm in the morning, advocates/family mid-afternoon and provider staff in the afternoon. The information the firm gathers from these discussions will be used to develop materials. The marketing firm will then bring the materials to the focus groups for their review and to ensure they have captured the information from these discussions. If approved, the materials (brochures, posters, videos, etc.) will be finalized.
- The marketing firm is also working on creating a HCBS webpage that will be housed on the DD council's website.

- **Budget:** Andy Slate gave the following overview for the projected cost for the DD HCBS work plan:

- Reduce case management – \$2 million
- Day/Pre-Vocational rate to support appropriate staffing ratios to community integration- \$6 million
- Reimbursement rate adjustment for waiver services -\$3 million
- Total cost for the DD work plan- \$11 million

- **Next meeting date:**

- **April 9, 2019 at 1:00 PM**

- **Location: TBD**