

DD Stakeholder Transition Plan Task Force Meeting Summary

A meeting of the DD Stakeholder Transition Plan Task Force was held at 1:00 pm on May 7, 2019 at the VOA Office in Montgomery, AL.

Members Present:

DeAnna Ferguson, Other Providers	Jamie Herren, Alabama Council on MH Centers
Ken Oliver, Glenwood/Alabama Council	Terry Pezent, ADMH/DD
Samantha McLeod, Alabama Medicaid	Anne Riddle, The Arc of Alabama
Jo Poates, ID 310 Boards	James Tucker, ADAP
Karen Stokes, ACE/Arc	
Carla Stallworth, Other Providers	
Kathy Sawyer, ADMH/DD Consultant	

Members Absent:

Donna Foster, Future Living Community Services	Kevin LaPorte, Region III Community Services
Katy Johnson, People First of Alabama	Arvy Dupuy, ID 310 Boards
Susan Klingel, ACE/Arc	Carrie Bearden, BHAA
Jerry Pike, Eagles' Wings	Jill Russell, ADMH Advocacy
Susan Ellis, 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	Beth Schumacher, ADMH/DD
Beca Houser, Eagles' Wings	Zina May, ADMH Advocacy
Ileeia Cobb, ADMH/Policy & Planning	Jane Cameron, Arc of Alabama
Gena Richardson, Arc of Alabama	

Recorder:

Velma McElrath	
----------------	--

Welcome and Introductions:

Kathy Sawyer, Consultant with the Alabama Department of Mental Health, Division of Development Disabilities, called the meeting to order and welcomed task force members and guests. Dr. Ileeia Cobb, new Director of Policy and Planning, was also introduced and welcomed to the task force.

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.

Task Force Chair Report:

Ms. Sawyer provided the following updates to the task force members:

- Ms. Sawyer raised the question as to whether the Task Force and Work Groups should continue since many of the members also attend the DD Sub-Committee. After some discussion, it was agreed to continue the meetings of the DD Stakeholder Transition Plan Task Force.
- The DD Stakeholder Transition Plan Task Force membership has been updated and new members representing the DD Division, Connie Batiste and Karen Coffey have been added. Ms. Sawyer asked all members to review the membership list to make sure information is correct.
- Ms. Sawyer proposed to add a representative from the DD Council as Myra Jones-Banks has retired from the department. Ms. Sawyer explained that the council represented various state agencies and was appointed by the Governor to address issues facing citizens with developmental disabilities. The Task Force agreed.
- Ms. Sawyer also proposed to add Gena Richardson as the other representative of the Arc of Alabama to replace Terry Pezent. The Task Force agreed.
- There are now monthly meetings scheduled with the various work groups' chairs to make sure the work is moving along and that members are being kept informed of what is taking place, aware of recommendations presented to the Associate Commissioner, as well as, the decisions made relevant to the work groups' recommendations.
- New work group chairs, Beth Schumacher, Support Coordination Services (formally known as, Person Centered Planning) and Byron White, Education and Advocacy, were also announced.
- Ms. Sawyer announced there was a new format for the work plan developed by the DD staff. All the work plans have been collapsed into one work plan, reporting the same information for each of the work groups. Shirley Hicks will update the work plans and Dr. Teresa McCall will be responsible for collecting and reporting the data.
- Monthly meetings with Medicaid are still on-going regarding the state-wide transition plan. Samantha McLeod, Rebecca Wright and Laquita Robinson provided an update on the plan at the earlier DD Sub-committee meeting.

- Finally, Ms. Sawyer reminded the Task Force of the email sent to them with a link regarding the training CMS provided on heightened scrutiny. This information should address any questions regarding this issue.

Associate Commissioner's Update:

Ms. Pezent provided the following updates:

- A brief overview of the CMS webinar on heightened scrutiny was provided. However, Associate Pezent indicated some guidance is still needed from CMS regarding the effect of isolating individuals in gated communities, farm steads, etc. She also reported the STP work group is working on a process of how to develop and manage the heightened scrutiny process.
- Operational procedures and guidelines for the Medicaid systemic are not yet completed. Karen Coffey is working with Medicaid on this project. A meeting has been scheduled with the Office of Certification on May 8th to review the Admin. Code changes required for the systemic plan. There were a few items that were identified that were not in the systemic plan and need to be changed in the certification tool. However, it was reported that everything was cross-referenced to make sure all items were covered and should be back on track now. Once the process is completed for the Admin. Code, it will be put out for public comments.
- In addition to the above, Associate Pezent reported a few additions to the Admin. Code. One addition is a Nepotism Policy, which most departments have in place already; however, she wants to make sure this policy is consistent across all providers' settings. Another addition, is the background check policy, which will give more context on what is to be expected when conducting providers' background checks. Medicaid proposed some guidelines regarding this policy which was sent to the Attorney, Tommy Klinner for review. Choice policy is another addition to the code which outlines how to handle the facilitation of choice process in the event of an emergency.
- Associate Pezent reported that Karen Coffey is working on the waiver renewal and the deadline for 1915 Waiver.
 - There were some suggestions made by Dr. Mills regarding day-hab in the facility and in the community and for pre-vocational, which were incorporated.
 - A few changes are being made to community experience and personal care services.

- It was reported that supported living is not completely off the table and that Karen Coffey has been working with Andy Slate concerning affordable rates. It was noted that at this time, the in-home residential may have to be reviewed since it is already available in the waiver.
- Waivers will be out for public comments May 15th for 30 days. The waiver amendments/renewal will have to be submitted to CMS by July 1st. CMS will have 90 days for review (October 1st).

Work Group Reports:

Ms. Sawyer asked each of the work group chairs to give an overview of their work since the last meeting.

The following reports were given:

De-Confliction: Case Management: Karen Coffey provided the following updates:

- The de-confliction case management work group met on March 8th and worked to develop a timeline, draft the RFP and policy. The policy has been signed and received from the Commissioner.
- Case managers have been trained on the medical supply process and have until July 31st to transfer people over to Choice.
- Still on target with 9/30/2019 deadline to develop de-conflictions plans, policies, and procedures for those case management agencies/counties conflicted.

Ms. Sawyer asked the taskforce if they were comfortable with knowing the process the Department will employ to deconflict case management if asked. Karen Coffey provided a detailed overview of the de-confliction process to the taskforce.

Support Coordination Services: Beth Schumacher provided the following updates:

- The Person-Centered Plan Pilot is continuing and seven pilot agencies were trained in January. The Support Coordinators who were trained have conducted a minimum of two or three PCP meetings and will participate in a 4th meeting in May.
- The PCP tool will be reviewed at the next work group's meeting to look at the layout to make it flow better
- The PCP tool format will be submitted to the workgroup for revisions to the layout so it flows better when collecting information on the person.
- Implementation statewide will be November 1st.
- There are still four or five opportunities for Support Coordinators who have not participated in the pilot for the person-centered training which statewide.

- Operational guidelines for support coordination will be developed, revised and implemented; also, all the standard former operational procedures will be revised to have clear and concise guidelines.

Residential and Non-Residential: Terry Pezent provided the following updates:

- New Residential and Non-Residential Self-Assessments were completed and entered into ADIDIS, April 30, 2019 by all providers.
- Validation Tools Training was conducted by Lisa Mills for monitors and DD community services directors on April 24, 2019.

Ms. Pezent suggested for this work group to continue to meet and provide updates on a quarterly basis.

Education and Advocacy: Byron White and Melissa Valdes-Hubert provided the following updates:

- The workgroup is still working on educational material. The marketing firm released the 1st draft of brochures and posters and feedback was incorporated. They are also in the process of trying to get photos for the materials.
- One or two educational videos regarding HCBS will be provided.
- Will also provide upcoming educational training material as needed.

Ms. Sawyer charged the work group to seek ways to develop and distribute HCBS materials to individuals attending conferences, trainings and other events.

RFRA Update: Karen Coffey provided the following updates:

- The training, links to all forms and procedures are on the website for case managers. This information will be on the website for 30 days and then it will in Relias attached to the support coordinators' trainings.
- The RFRA procedures have been approved by the Commissioner and the committee is working to put it in a format.
- July 1st will be the implementation for the RFRA policy and procedures.

Next Meeting Date:

August. The date, place and time to be determined.