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*Missouri Association of County
Developmental Disabilities Services*

Meeting Minutes
June 24, 2009

Call to Order

- Taney and Green Counties are hosting a meeting for the six other county boards in their region to discuss TCM possibilities
- Jackson County is moving in to their new building on Monday!
- Mexico Mo was on the cover of USA Today yesterday! Audrain County also has a new building for TCM staff.
- Miller County reported that the 25th Anniversary was a great celebration and that they completed DMH Certification with no recommendations.
- St Charles County participated in a press conference similar to the one in Jackson County last month regarding the stimulus dollars.
- Platte County is finishing off some additional office space for their TCM staff.
- Gasconade County is set to begin TCM in the fall.
- Cooper County held their Annual Banquet last week.
- Pettis County announced the delay in the dedication until August due to construction delays.

The minutes were reviewed from the May meeting. **Dan Cole** moved to accept and **Vicki McCarrell** seconded the motion. The motion carried.

The treasurer's report was presented. **Charlie Washburn** moved to accept as presented and **Chuck Snow** seconded the motion. The motion carried.

There was no Executive Coordinator Report

Agency Liaison Reports

- There was no report from MARF
- There was no report from MoAnchor
- The Coalition leadership has changed. Terry Combs is the new chair.
- Mo Planning Council report recapped that The employment Committee has met and is developing career planning RFP's, one position is open at the Council, and Susan Pritchard-Green is still looking at funding to assist counties in passing SB40.
- Roger Garlich is listed as reporter for several committees and this will be shifted to Ann Graff in all instances.
- Sheltered Workshop report states that some, not all shops are going to 4 day work weeks, and the sub-minimum wage issue will be followed up on by Vicki McCarrell.
- There was no meeting to report on for the Congress on Disability.
- Ann Graff went to the PIC Council meeting and found it was canceled. There should be another meeting next month.
- There was no report from the Mental Health Commission for June

Committee Reports

- Executive Committee requested that Mary Sullivan-Thomas and Peg Capo continue to serve as Legislative/Governmental Affairs co-chairs for the July 2009 to June 2010 year. Also, nominations for the Executive Board are due to be presented in August. That committee is made up of the past president and president-elect by the bylaws, and needs three additional members. Janice Tilman, Alecia Archer and Lynn Wells will serve on the nominating committee.
- Alecia Archer reported for the Public Awareness Committee that the survey is out and ready to be completed.
- Clarification as to who is on the Education and Training Committee was sought. This is sometimes referred to as the Conference Committee as well. Pete Breting, Max Lytle and John Scherer all are committee members. The theme for the conference is Infinite Possibilities and there is a link on the website under annual info. Registration for exhibitors is available, as are general registration forms.
- Missouri Housing Trust Fund had no report. The grant period is over and this should be taken off the list.
- There was no Missouri Foundation for Health report.
- Governmental Affairs Committee reports that they have a letter of thanks for legislators, recognizing the work done by the appropriation and budget committees, but are holding until the Governor signs the budget. They will be scheduling a meeting with Sarah and Bill
- Regulations/Standards/Policy committee working on Chapter 3 of the Technical Assistance Manual. Meeting tomorrow at 8am.
- In the Finance Committee Report Jake Jacobs notes that they need to address the fact that no EHAP funds are noted in the budget. There is some confusion about this, and Jake will be discussing with the auditor. Also of note, because of the mid-year conference and other expenses we are low on cash. A \$10,000 CD is coming around for renewal and will be deposited into the checking account rather than reinvested. A course correction is needed based on the conference earnings last year. How can we raise the fees and/or reduce expenses for this year's conference? A meeting of the Conference Committee will be held to decide and make a recommendation to the membership.
- The CARF committee is now named Quality Assurance. Ron Kruse is serving on the statewide work group which includes the ISL Pilot Project. This group will be making a recommendation for ISL budgets to be more like group home budgets with staffing plan and overhead budget to be billed consistently each month.
- There was no Resource Development report.
- Roger Garlich reported that the College of Direct Support is still learning. The three and a half year pilot has been extended through March 2010. Workforce Development is in the process of application for training sites and the requirements are listed on the CDS web site.
- No report from First Steps.
- Mac On-Line is in process of cleaning up the site including county info pages. If you have changes, please send them to Mary Sullivan-Thomas. We could save a lot by offering registration for the conference through our web site (\$1700) last year). This was charged as website development and not a conference cost last year. Also discussed a site with a \$500 annual fee called npconnect.org for job postings and other information

Work Group Reports

- DMH Level of Need, Peg Capo reports that the Prioritization of Need tool is currently being tested through mid-July with the next process being scoring. This is not yet complete.
- DMH Medicaid Waiver has their first draft due July 8th, review scheduled for July 15th. The membership will review at the July meeting. It should be ready for medical Services August 1st or August 15th. Could go to CMS by October 1st. Kay Green has been very helpful with the vocabulary requirements.
- The TCM workgroup has meet via phone and is looking at revising the current draft based on current practices, then revision of the manual. The next meeting will be June 29th in St. Charles.
- DESE/VR/Workshops work group had no formal report. Is this a work group or can it be deleted from the report list? Several people are looking for information on the VR restructure to report back to the membership.
- Restraints/ Seclusion workgroup reported that no meeting has been scheduled. Perhaps this only pertains to the Division? We will check on this and see if this can be deleted as a workgroup.
- The Communication workgroup has a draft document that defines communication between MACDDS and the Department/Division.
- Quality Enhancement Workgroup notes that the "train the trainer" organizational meeting is set for July 6th, with actual training taking place on July 15th and beyond. There was some discussion as to the incorporation of the fiscal, QE and Provider Relations committees being trained at the same time.
- The Fiscal Review Workgroup will be participating in a joint meeting to standardize the language.
- Consumer relations Workgroup was reported on by Marcus Whitlock. They are looking at the possibility of MOUs for all county boards, grievance/complaint resolution policy and are asking for feedback on internal policies for case- management and how Medicaid waiver assurances are being met. Janice Tilman and Betsy Barnes volunteered to share their policies electronically.

First Steps- Serving as a Provider and/or Service Point of Entry

Jan Jones distributed handouts that outlined the steps, as well as a handout on Early Intervention Team formation. This is a place where SB40 Boards can become strong partners in First Steps Services. There was some discussion about the history and future of this valuable service for children.

American Recovery and Reinvestment Act (ARRA)

Lynn Carter, Deputy Department Director, Department of Mental Health Director's Office

Handout was distributed for reference. Flexible funds include FSFA for education \$ with stipulations, and the FMAP with which we are currently dealing. Some discussion followed.

Provider Relations Policy Review

This workgroup is looking for continuity. The plan is to have a meeting every year with every provider, using the information already gathered from DMH reviews or CARF surveys. For CARF accredited agencies the review from DMH will be on the CARF "off years" . Contract language will be the vehicle into the requirements. Feedback is especially important, and the process should help as there is turnover to insure continuity. A website was referred to for reference, and is finishstrongmovie.com