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*Missouri Association of County  
Developmental Disabilities Services  
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**Our Mission:**

MACDDS is dedicated to the promotion of county initiatives in developmental disability services.

**Meeting Minutes**

**Wednesday, June 22, 2011**

**Lodge of Four Seasons, Lake Ozark, MO**

**1:00 – 2:00 PM**    **Call to Order:** Jake Jacobs, President

Introductions/General Announcements/Celebrations of Success

- Ann Graff announced that their Board voted to open a Greenhouse and will be starting a new business which will provide up to 16 jobs minimum wage or better.
- Joe Davis announced that Howell County has begun providing Case Management.
- Max Lytle announced that Developmental Connections has purchased two homes to provide transitional housing for individual who are currently in the HUD projects operated by the Board.
- Ron Kruse announced that he has a staff person who will be a certified ABA analyst and will be running their autism program.
- Charlie Washburn announced that Clay County is going to be reviewing four applications for TCM
- Nancy Hayes announce they completed certification and
- Betsy Barnes announced they have received two awards for their employment programs.

1. Minutes from April meeting. Ron Kruse made a motion to approve the minutes as presented, Dan Cole seconded. The motion was approved unanimously.

2. Finance/Treasurer Report – May 2011 Financials (A. Graff). Lynn Wells, made a motion to approve the financial report as presented, Betsy Barnes seconded the motion. The motion was approved unanimously.

3. **Agency Liaison Reports:**

**MARF** (B. Barnes), Betsy reported that there are several serious issues at the federal level which should have the attention of the MRDD community and advocates.

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**Coalition** (A. Graff), Ann reported that there was a meeting with Bernie and a conference call since the last MACDDS meeting. The Coalition members are still discussing whether or not there should continue to be Coalition meetings. The Coalition discussed some big picture items that Bernie Simons would like to push forward. They discussed the possibility of a conference to develop an action plan and visioning.

**Voc Rehab** (M. Cook & Rebecca Largent), Rebecca stated that VR CRP group met Monday and Tuesday this week. Nancy Nicolas gave them an overview of the partnership for hope. The group is focusing discussion about Supported employment and making the assessment less prescriptive and including more information. Discussed getting better supports in place for individuals in follow along which would be more comprehensive in nature so that issues which may not be directly related to the job, but can impact the individual's performance at work can be better addressed. Success rate for individuals in SEP maintaining their jobs is about 75% at this time.

**Supported Employment** (W. Hays), Wendy reported that APSE employment summit is August 10-12. APSE is working on a Certificate program for SEP providers.

**MO Planning Council** (Susan Pritchard-Green), Brent attended the meeting last month. He is not appointed to the Board yet, but it is in process. Susan stated that they are in the process of developing several new projects.

**Sheltered Workshops** (A. Graff), No report.

**Congress on Disability** (M. Whitlock), No report.

**Mental Health Commission** (Deb Miller). No report

4. **Committee Reports:**

**Executive** (J. Jacobs); Jake reported that the Committee met this morning and discussed getting information regarding what changes have been made to the SB40 over time and tracking how the changes came about.

**Public Awareness** (D. Miller); Deb stated the next meeting is in two weeks. The committee is targeting new members, starting with the Southeast Missouri region. Doris announced that the annual survey form is out and requested that members complete and submit the information as soon as possible in order to get the annual report done in time for the conference.

**Education & Training** (J. Casey); Doris B. stated that the conference committee is slightly ahead of schedule and most of the speakers have been secured for sessions. The committee requested that members send any vendor contacts for the conference to Doris.

**Governmental Affairs** (P. Capo/M. Sullivan-Thomas); Mary Sullivan-Thomas reported that the committee is scheduled to meet in July and that Bill and Sarah will be at the July MACDDS meeting. Peg stated that the Mental Health Commission wants any input for the 2013 budget by their July meeting.

**Regulations/Standards/Policy** (J. Tilman); No report.

**Finance** (A. Graff); Ann stated that Janice requested a copy of the financial policies for MACDDS. Ann announce that the committee will be updating the policies and bringing them back to the membership for approval.

**Quality Assurance/Enhancement** (R Kruse); No report.

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*College of Direct Support (R. Garlich)*, Roger stated that the College is still open for enrollment and the license has been funded for FY2012. He stated that new training is being added for supported employment providers. The group discussed e-learning and that the \$300 sign-up fee can be paid by DMH then providers only pay the user fees.

*Respite Coalition (J. Casey)*. No report.

1. **Workgroup Reports:**

*TCM (K. Butler)*; Bill Knittig reported there was no meeting in June.

*QE (M. Sullivan-Thomas)*; Jeff Richards reported that there will be a three year paper review rather than on site unless there is a problem to be addressed.

*SIS (A. Purdome)* No report.

**2:00 – 2:15 PM    Break**

**2:15 – 3:00 PM    Recosideration of Membership Dues Structure** – Ann Graff, Treasurer and Jake Jacobs, President

Jake reported that the grant submitted to MFFH was reviewed on June 16 and we should be notified by Monday if the grant will be awarded or not. Part of the grant included hiring an executive director and the membership needs to discuss how to have sustainability of the position. The Executive Committee found that there can be monies devoted to training and education from TCM. A one percent cost could be included in the TCM rate which could be directed toward the Executive Director position. The MACDDS Executive Director could then provide training for SB40 Executive Directors and Case Management staff. Jeff Grosvenor stated that adding the 1% to the rate would require a state plan amendment. Jeff Grosvenor stated that the membership could also consider using the CPI increase, which is new money, to be used of the same purpose but that it would not require any amendment to the state plan. Alecia Archer made a motion that the Executive Committee explore the issue further with the Department, and Ron Kruse seconded. The motion passed unanimously.

**3:00– 4:00 PM    Updates and Open Discussion** – Bernie Simons

Bernie discussed meeting with the Coalition and what the vision for the future of DD should look like. Employment options are a primary concern. Bernie would like to have think tanks regarding employment. He is also concerned about housing, particularly with regard to the aging population. Bernie also included discussion about host homes or shared living. The Division has had discussions with CMS regarding how this concept can be implemented. Shared living is more than just a host home. Bernie would like to educate people around the model. Questions about shared living which need to be answered include who is going to recruit providers, train providers, and provide oversight. Bernie also believes that a stronger family network needs to be built throughout the state. Bill Knittig reported that a new agency in his region is screening individuals for PCA services through Health and Senior Services and finding them no longer eligible which then leads them to request increased DMH services. Jeff Grosvenor stated the Division is aware of this and if the services are needed they need to be funded through the waiver. Discussion was held about employment services and the continuum of services

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available in the state of Missouri. Roger Garlich stated that the Division is trying to get business and industry to recognize the value of hiring people with developmental disabilities. Bernie announced that statewide there would be about 1350 people coming off of the waitlist through caseload growth funds. There is over \$10M in caseload growth funds for DMH this year. Bernie asked to have any issues/glitches with Partnership for Hope waiver should be sent directly to him. Bernie stated that he has made the commitment to increase the amount of the match paid by the state for TCM and the \$10M for caseload growth is part of this consideration.

**4:00 – 5:00 PM**     **General Discussion**

- Joplin Tornado: Update by Alecia Archer, Jasper County, and consideration of MACDDS contribution to Jasper County Client Fund—Alecia reported that they had 380 people in Joplin before the tornado. There were 137 of those consumers who were homeless after the tornado. 66 ISL homes were totally gone. Today there are 25 still homeless and many who are staying in temporary housing. 17 of those 25 are natural home families. Housing is currently the biggest need. Alecia predicts a 20-30% decrease in their tax levy revenue due to the destruction of property. She stated the workshop in Joplin was not hit, but most of the businesses with which they contracted were hit, so they will be having massive layoffs. The biggest contract the workshop had was with the hospital which was destroyed. Alecia stated that donations to the client fund are badly needed. She said it would also be helpful to have vehicles to use to deliver items to rebuild the lost households. Betsy Barnes made a motion to donate \$5,000.00 to the client fund in Jasper County. Peg Capo seconded and the motion carried unanimously. The group discussed that the Joplin Regional Office refused to allow renters insurance to be included in ISL budgets and that this is not being applied statewide and was extremely detrimental in the Joplin tornado.
- Recent Missouri Supreme Court Decision Regarding Prevailing Wage and Public Projects –Jane Kruse, Attorney—Monroe City lawsuit involved the question of the difference between maintenance work, which is not required to pay prevailing wage, or construction which does. The trial and appeals court agreed that it was maintenance. The Supreme Court overturned, went against existing case law, and unanimously determined that it was construction and prevailing wage was due. The Court also determined that the statutes were inconsistent and that the state department was the authority which could determine how the statutes are applied.
- Activity Update on Regional Office Employment Coordinator Positions-the membership discussed the role of this position and how they may duplicate the role already provided by community providers. Roger Garlich stated that the position is to provide support to providers not to provide direct service. They should provide technical support with regard to Medicaid Waiver regulations, etc. The Division is trying to train employment coordinators to fulfill the role of benefit specialist. Missouri Planning Council is work-in on developing a benefit calculator. Mary suggested that the position could also be used to assist in areas where they do not have community providers.

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- TCM Agreement Revisited: how it has worked this past year and any changes to be communicated to DD staff – Ron Kruse, Franklin County—The subcommittee headed by Dr. Kruse reviewed the agreement and has some recommendations for small changes. One issue discussed is increasing the amount of match paid by the Division. The group also discussed how to make CIMOR more useful to County Boards. The group consensus was that the agreement is working and any changes in funding provided by the Division could be added later. Ron Kruse made a motion that the members sign the agreements with the recommended changes and Marcus Whitlock seconded. The motion passed unanimously.
- Piloting Intake/Eligibility Determination by County Boards – Les Wagner, Boone County—Les stated that the Division is contemplating how to provide funding for this and is considering using administrative claiming through Medicaid. There may need to be changes to the CSR in order to permit the County Boards to have an expanded role and to change the appeals process so that it would fit if a County Board is making determinations.

Mr. Jacobs adjourned the meeting at 5:15 p.m.

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**Thursday, June 23, 2011**  
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**9:00 - 9:15 AM**                    **Call to Order** – Jake Jacobs, President

**9:15 – 10:00 AM**                **Missouri Inclusive Housing Development Corporation** - Wayne Crawford  
Executive Director

Wayne Crawford discussed the role of the Missouri Inclusive Housing Development Corporation (MIHDC). Mr. Crawford has worked for the Department of Mental Health in the past and is very familiar with the purpose of MACDDS. The MIHDC received a grant from the planning council and is concerned with increasing opportunities for community housing for individuals with disabilities. They assist both individuals and agencies. MIHDC has a website ([www.mohousing.com](http://www.mohousing.com)) which provides point of contact information and which is updated continuously. MIDHC can provide information on universal design homes, on builders who are interested in and have experience in constructing homes that are accessible, and on possible funding sources for purchasing a home. MIHDC does not have funds to purchase homes. The group discussed the Missouri Housing Development Commission (MHDC) and its funds. The consensus was that MHDC funds are too difficult to access, then if they are able to be accessed the process for using the funds is so inefficient it is not worthwhile, therefore they are rarely used for people with developmental disabilities.

**10:00 – 10:45 AM**                **FLSA Rulings & Procedures Defined in Past Year** – Jim Lowery  
Director of HR, Cole County Residential Services

Jim presented information regarding the Kasten v. Saint-Gobain Performance Plastics Corp. Kasten was a worker at the place who would go put on his equipment then sign in. He was written up for arriving late. He complained to the supervisor on numerous occasions because he was at the facility, but did not clock in until he had his equipment on and was being written up for being late when he was actually on the property donning and doffing his equipment. If you have people coming to work, you have to pay for hours worked. Employees are on the clock once they get to the crux of what they are doing. Fair Labor Standards laws are written to be pro-employee. Jim provided information about how time records for employees should be recorded. Jim discussed the federal definition of learned professionals. Jim provided several handouts and discussed information regarding regulatory standards for employment.

**11:00 – 11:45 AM**                **Grievance Policies and Responses** – Jim Lowery  
This discussion was postponed to another time.

**11:45 – Noon**                    **Final Discussions and Adjournment**

Jake Jacobs adjourned the meeting at 11:26 a.m.

