

MINUTES
Wednesday, September 26, 2012
Courtyard Marriott- Columbia
Salon C and D 573-443-8000 Ext 2800 and 2801

1:00 – 2:00 PM Call to Order at 1:05 p.m. : Ann Graff, President

Introductions/General Announcements/Celebrations of Success

Amy Desalme – Columbia Chamber of Commerce presented the board a donation for the silent auction for MACDDS. They are interested in hosting the conference in the future and will be proposing a bid.

- Minutes from the August 2012 meeting (J. Jones)
Motion to approve – 1st Betsy Barnes 2nd – Mary Sullivan Thomas. Motion passed unanimously.
- Finance/Treasurer Report –August 2012 Financials (L. Smith)
Motion to approve – 1st Charlie Washburn 2nd – Jake Jacobs Motion passed unanimously.
- Executive Director Report (L. Wagner)

Discussed activities he has been involved in. Meeting weekly with Bernie and Roger. Bernie has made other Department Staff available during the meeting times so that decisions can be made on the spot. Discussed changing the Partnership For Hope. Memorandum of Understanding. Billing Errors. Renew MOU with Division and MACDDS. Importance of being clear with the roles of Regional Offices and having them assign work to TCM staff. PAC and provider choice issues. Case management and balancing incentives. Met with individual county board directors to help deal with issues and come up with resolutions. Institute for Human Development in KC has received a grant to study the economic impacts of the PFH waiver. Creating a TCM training committee. MMAC audits – they will meet with individuals in a joint committee of TCM, DMH and MMAC to identify best practices to be shared with all agencies. What is MMAC going to audit when they come, getting staff trained so they are ready and successful when it occurs. The committee will weigh in decisively about how staff will be trained. Mental Health Trust Fund Administration – discussed concerns with the trust fund like when a county board puts money towards the trust fund does it stay county money or is it state money? Missouri Business Alliance Job Initiative. Finalized monthly meeting locations and conference. Established MACDDS as an employer and hired an Administrative Assistant. Worked a lot on the budget. Office address 29 S. 9th St. Suite 208. 573-442-5599.

- Election of Officers for 2013

Slate of Officers presented by Jake Jacobs:

President Elect – Andrea Purdome

Secretary – Jeff Richards

Member At Large - Charlie Washburn

Jennifer Woolridge made a motion to approve the slate as presented. Jim Casey seconded and the motion passed unanimously.

- **Agency Liaison Reports:**

MARF (B. Barnes),

SIS and how it is being used in Missouri. Managed Care and how it is becoming more prevalent with the IDD population. What is MARF's position on Managed Care as the consumer's have a greater need than the average person.

Vocational Rehabilitation (R. Largent),

End of this week the Federal Year will be over. 4,644 Successful Closures. 319 more this year than last.

First full year with new database system so they do not have all the reports available at this time. Supported Employment new model will roll out October 1, 2012. Instead of an assessment they will focus on discovery and exploration with no time limit, it will take as long as the consumer needs and trying to meet consumer needs. VR can't fund the Pre-vocational training needs. VR wants to bring in the entire team to help make decisions on which program is most

appropriate either VR or DMH employment services. There is a workgroup with VR and DD to look at these issues. It was noted by MACDDS members that DMH can not be the first dollar in so a person has to be turned down by VR before waiver funds can be used.

Supported Employment (*W. Hays*),

No report.

MO Planning Council (*B. Blackwell*),

No report.

Extended Employment (*B. Blackwell*),

No report.

Congress on Disability (*M. Whitlock*),

Statewide Candidate forum was canceled. Discussed that it was canceled due to lack of participation on the candidates side. The Hilton still charged a \$1,000 room fee. Requested that each member association pay \$150 towards fees for this. \$500 had been approved prior. Motion: Go ahead and approve \$150 for this year which started July 1 to use towards legislative activities 1st Marcus Whitlock 2nd p Betsy Barnes. Approved. An invoice will be sent to Lynn. Recommended that a list of questions be developed and sent out prior to the forum. It was determined they did not send them out early this time as they were afraid it would keep the Candidates from coming due to the specific nature of the questions regarding the waiver. Max asked if there was a known reason only 2 candidates signed up. The only thing they kept hearing was that they were very busy and next time to hold it closer to the election because they don't commit until about two weeks out from an event. Discussed setting up over the internet so that those living outside of Columbia/Jeff City could attend. The last time the event was held it was attended well.

Mental Health Commission (*D. Miller*)

Deb was not able to go to the meeting. Sent around information about Performance Measures.

Missouri Business Alliance (*R. Garlich*)

Sent around handouts (see handout for details). Roger requested that MACDDS back the Missouri Business Alliance initiative 1st – Alicia 2nd – Lynn (Jasper) Approved. Roger talked about Wal-Green's Distribution Center how they wanted 10% of their workforce to be individuals with disabilities. One of their sites has 40% workers with disabilities and another has 50% workers with disabilities. Wal-Green's now has a new initiative called "readi" that they want to encourage their stores to hire individuals with disabilities for jobs within the stores. A good video to show to the SB 40 boards.

- **Committee Reports:**

Executive (*A. Graff*);

Discussed the Mental Health Trust Fund. Reviewed the budget that will be presented later.

Public Awareness (*D. Miller*);

No report at this time as they are meeting today at 5 pm.

Education & Training (*J. Casey*);

A request for each county to provide a gift or gift certificate for the conference. Registration numbers are up at this time from last year. 13 Exhibitor booths and 7 Non profit booths are signed up. Cannot bring the individuals from St. Louis for the Conference due to accessibility issues. Possibly give an award to the Governor during that time as well as have Bernie give a small talk. The Committee is meeting tonight.

Governmental Affairs (*P. Capo/M. Sullivan-Thomas*);

Mary emailed the legislative priorities to the membership. She asked if there are any questions or comments. There were none so she will move forward with presenting the information publicly. Legislative calls will begin in January.

Regulations/Standards/Policy (*J. Tilman*);

No report.

Finance (*L. Smith*);

(See handout regarding dues and MACDDS budget) Line 6 on the budget is not correct, it should be \$10,500 for a total of \$311,384. Dues will be based on .007. Jim Casey made a motion to approve the budget today and Max Lytle 2nd Motion to approve the budget. 1 member abstained. Budget approved.

College of Direct Support (*R. Garlich*); New modules available. Employment modules now available to use.

Respite Coalition (*J. Casey*).

No report.

- **Workgroup Reports:**

TCM (*K. Butler*);

Met prior to MACDDS meeting. Cla Sterns presented.

Rate Parity (*B. Rocoberto*)

Brenda requested that the membership email her with any questions regarding rate parity.

2:00 - 2:15 PM **United Access**, Kevin Landeck, General Manager for Columbia Store, Kelly Davis Marketing Director

Provided handouts regarding their company and discussed how they can help the individuals that we serve.

2:15 - 2:30 PM **Break**

2:30 – 3:00 PM **UR and Intake**- Cla Sterns, DD Intake Coordinator

Discussed the new PON Emergency Services Guideline. The emergency services in place are not to be counted against an individual when scoring the PON. The timelines for the Utilization Review at SRO is no more than 2 days. There was a lot of frustration with this that the TCM is not being allowed to score the PON as well as being a part of putting the directives together. Many MAC members do not feel that DMH staff will be able to get through the PON verification in a two day period and the concern is the delay in getting plans returned. DMH stated that there was no public comments made when this was put out for public comment. Cla states that it was out for public comment for the past year. It was noted that the PON scoring was out for comment, but not the process of implementing it. Individuals have a right to appeal a PON score. The DMH UR Director is not to make any changes to the score or the plan without approval of the TCM Director. Vicky stated that they did not expect the frustration because the only difference it is done electronically and one person at RO will review to ensure the information is in the plan. Vicky stated that they will look at the process and see if they can change it so that it did not have to go through the DMH UR Committee Chair. Vicky will talk with Bernie and provide an answer at tomorrow's meeting. Vicky talked to Bernie. He stated to have SC submit PON electronically and submit URC plan after TCM URC has approved it. If there are questions by DMH, then it will come back to the Director. Per Cla, the agreement with the Federal Government is that DMH will be responsible for Prioritizing the Needs of Individuals along with intake and assigning waiver slots. The PON is based on unmet needs. The scoring mechanism will not be released at this time, to try to ensure consistency across the state. It is scored on unmet needs. (See handouts for guidelines and questions and answers.)

Les asked about the emergency situation and if 30 days is an appropriate amount of time. MACDDS would like for 90 days for the emergency situations to get a PON score completed.

SIS – transitioning to 14 full-time SIS evaluators instead of part-time.

MOCABI – powerpoint training is ready but it is not on e-learning yet.

3:00 – 3:30 PM **Balancing Initiatives Payment Program**- Jane Kruse

3 structural changes:

*Single point of entry for a streamlined process

*Conflict free case management – Separation of case management from direct service provision. CMS has sent materials to show that we are conflict free but the final word has not come back from the Feds to ensure that we are conflict free.

*Core standardized assessment instrument – Must establish a standard assessment process across the state, standard plan of care and standard assessment to determine needs. The SIS has been shown through other states to be acceptable by CMS.

Jane will send out more information to the group on these issues. The purpose is to get the state overall (not just DD) to spend more money on community-based services instead of institutions/nursing homes.

Les – Mental Health Trust Fund – Jeff Grosvenor will be here tomorrow to discuss the Mental Health Trust Fund. Les went over member questions and issues to confirm he had captured the Association’s concerns. He will discuss these issues with DMH. A system change group will be convened to look at the DD Mental Health Local Tax Fund issues and see if there can be a system similar to the Psych side. Jeff Grosvenor’s response to the question “what was the account balance on or about the day the waiver admissions were frozen?” was that the account balance was approximately \$6,510,000.

3:30 – 5:00PM Finish Up Reports and Discussion Items:

- **Interest in the Child and Adult Care Food Program (Jeff)**

Jeff stated that they have transitioned out of the above program and into day habilitation. They want to investigate if the food program would now be available for day habilitation providers. He suggested that if there are enough counties interested, a group could be formed to pursue this. He has the information. Ann asked if there was any interest in the group to pursue, and there was no one present who wished to pursue.

- **Pooling of TCM Revenue (Deb)**

Deb asked if anyone was aware of any restrictions on how funds can be spent when generated by a County providing services in a County which doesn’t have an SB40 Board. It was noted that the State has always put these funds in general revenue.

- **Partnership for Hope Waiver renewal input (Les)**

PFH waiver was about to be renewed with DMH and changes may be made. Bernie was questioned about this and he is willing to get MAC’s input by any means either open forum, committee group, etc. The members would like to do a committee with conference calls so that they do not have to drive. Bernie is willing to look at this after October 1, 2012. Committee members: Les, Betsy, Alecia, Jake and Robin.

Roger advised the group that 184 new enrollees in PFH since the fiscal year. It is going great. 220 people have exited for various reasons, other waivers, left the state, no longer a needed service, etc. From now on, counties only need to provide a letter to DMH that they are requesting an agency to cover TCM and PFH services for that county.

Questions for Bernie tomorrow:

Willing to release the PON calculations?

Balancing incentive payment will the county board benefit from the 2%?

URC Committee not being able to do the approval in CIMOR as a TCM agency?

Can we get the PON process and procedure in writing?

DMH failed to follow through with the process of submitting Directives to MACDDS.

Why can’t PCA get mileage when Day Hab is not available by the providers?

Meeting was adjourned at 4:50p.m.

Courtyard Marriott- Columbia
Thursday, September 27, 2012
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9:00 - 9:15 AM **Call to Order** – Ann Graff, President

9:15 – 10:00 AM **Mental Health Local Tax Match Fund** – Jeff Grosvenor, Administrative Services for DD Division

Jeff presented a flow-chart illustrating how the agreements work. He stated that the Division works out an agreement with individual counties. Waiver services are lifelong services, so the Division expects the County commitment to be a long-term commitment. Jeff stated that the Division deficit spends general revenue to pay the provider when the service is delivered, then recoup the funds by billing the County Board after the fact. The money is the local tax match fund can only be used for match. Jeff asked the membership if it would prefer to pay the match into the Division prior to the provider being paid, rather than paying after the fact. Current system is essentially a credit system. The other option would be to prepay the Division. Les stated that he met with several DMH representatives and discussed the mechanism used by the Mental Health tax Boards, which is in effect the prepaid system that results in a surplus sometimes at the end of the year. Discussion was held about the pros and cons of having the billing done in Central Office versus at the local level. The Division community waiver match payment is approximately \$25 Million per month. The match commitments from the counties needed by the Division is 2%. 98% of the revenue is committed by state and federal sources. The commitments and the services that hit are two different things. The Division is a minimum of 60 days behind with the current system. The prepaid system would make the funds there immediately so the Division does not have to “chase” the money. Jeff stated that now the account with the County money will be swept and zeroed out every month. The slide show will be posted on the MACDDS website.

10:00 – 10:15 AM **Break**

10:15 – 11:00 AM **National Inclusion Project-** Aaron Hall, Director of Programs for the National Inclusion Project

Aaron thanked the membership for the opportunity to present. He presented a slide show to inform the membership of the project and what it does. The organization was created by Clay Aiken to complete a college class. On his first American Idol tour, he was presented checks for this organization which at that time only existed on paper. They used this to push forward and have been in existence now for nine years. The Inclusion Project exists to be a hub of information and best practices for other agencies working on inclusion. Let’s ALL play is their main vehicle in getting the word out regarding inclusion. Together we make a difference is a program they deliver to classrooms. They do funding that is essentially seed money to get something started. They do onsite training for the Let’s ALL play program. They want to meet people where they are. They want to effectively partner with as many points of contact as they possibly can. They started as a grass roots organization. They have only a three person staff.

11:00 - Noon **Updates and Open Discussion** – Bernie Simons, DD Division Director

Bernie stated that the budget for next year’s utilization increase is about 3%. That is \$8M in GR or \$20M total which is about 1200 people off the waiting list. Governor was delivering a Proclamation last week to a group of advocates for people with Autism Spectrum disorders and discussed the Partnership for Hope Waiver. Bernie thanked the organization for moving forward and creating an executive director position which makes communication flow much better. Ann thanked Bernie and Vicki for their quick response regarding yesterday’s discussion about the prioritization of need scores.

Asked if the 2% balancing incentive payment would be passed on to the County Boards. Jeff and Bernie stated they would advocate for the funds being passed through locally in the budget process.

Brenda asked about rate differences in DHSS services and DMH services when individuals are switching between the waivers. Bernie stated the only provider rate increases are being paid by counties right now. He said he is aware of the rate parity issue and that is why the committee was created. Jeff stated that actually the rates are higher in some circumstances for DMH. Rate issues are not addressed in the appropriation. The money was just to cover the additional waiver services.

Bernie was asked about the issue of transportation for Day Hab but not for PCA. Vicki will work with Robin Rust to determine how to handle the issue.

The definition of Community Specialist has changed and Margi stated the intent was to move away from the administrative function into more of a direct role. The Direct Care staff previously did this and not always understanding all the information they were being held responsible for. Robin Rust was to distribute the information regarding the intent of the change. Margi said they would get clarification out.

Jane asked about the balancing incentive program and if MACDDS should send a letter. The Division agreed that the association should.

Guideline number 28 was approved and distributed by the Division. Vicki said it was an internal error that it was sent to the entire membership rather than the committee.

OHCDS was discussed. The administrative claiming mechanism that should be put in place to economically operate and OHCDS is not available.

Brenda asked about how to properly document and bill logging activity. Marci will research and feedback will be presented to the membership.

Les discussed the importance of all TCM programs having the same training and level of understanding of the requirements. Different understandings remain of some requirements.

Bernie was asked if Division funds were swept to general revenue at the end of the fiscal year. Jeff reported that last year they lost \$7.63, but the Department had \$15M swept. Federal cash account is subject to appropriation. Money in the trust fund cannot be swept.

Meeting adjourned at 11:27 am.