

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES
DIVISION OF DEVELOPMENTAL DISABILITIES
DD ADVISORY COUNCIL (EXECUTIVE) MEETING MINUTES

AUGUST 20, 2013

ADVISORY COUNCIL MEMBERS ATTENDEES: Debbie Conway (Chair), June DiPolito, Eve Bogan, Estelle Duncan, Mitzi Proffitt, Heidi Moore, Sheryl Arno, Bobby Holcombe, Twana King and William (Scott) Crain

STATE OFFICE STAFF: Dr. Charles Li, David Blanchard, Sara Case, Robert Bell, Byron Sartin, Clint Trusty, Dr. Darlene Meador, Charles Hopkins, Yan Xiao and Nikki Douglas (**Recorder**)

EXCUSED: Dr. Bruce Lindemann, Lynnette Bragg, Nandi Isaac, Nicki Wilson and Rita Young

VISITOR: Nancy Brooks-Lane

Topic	Outcome
<p>Welcome & Introductions</p> <p>Ms. Debbie Conway</p>	<ul style="list-style-type: none"> ❖ The meeting began at 10:13 AM. ❖ Ms. Conway welcomed all attendees. ❖ There was an opening round and each council member had the opportunity to share something that is going well in supporting people with disabilities. ❖ Dr. Charles Li appreciates the hard work from council members and will continue to provide an update of what is going on in DD. ❖ He recognizes the difference the council has made and their positive works. ❖ His vision is to improve the system by making things better for the individuals in our system. ❖ Dr. Li is excited about the opportunity to move forward.
<p>Business: Approval of Minutes</p> <p>Ms. Estelle Duncan</p>	<ul style="list-style-type: none"> ❖ Motion to approve the July 17th meeting minutes. <ul style="list-style-type: none"> • Ms. Proffitt motioned to approve the minutes. • Ms. DiPolito seconded the motion.
<p>Customized Employment</p> <p>Ms. Nancy Brooks-Lane</p>	<ul style="list-style-type: none"> ❖ Ms. Brooks-Lane highlighted the differences between Emerging Practice, Discovery Process, Best Practice and Evidence-Based Practice. ❖ Medicaid expects providers to use best practices. ❖ How do providers change the culture of their organization and move from segregated services to community-based supported employment or customized employment, if the individuals choose to? ❖ The focus should be on the individual - real jobs, real lives and real communities.
<p>Communication Recommendations</p> <p>Mr. David Blanchard</p>	<ul style="list-style-type: none"> ❖ Recommendations were made by the Communications workgroup. They included: <ul style="list-style-type: none"> ○ ideas to make communication more effective ○ communication at each level that included aspects of customer service training; ○ guidelines for messages to ensure consistency; and

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES
DIVISION OF DEVELOPMENTAL DISABILITIES
DD ADVISORY COUNCIL (EXECUTIVE) MEETING MINUTES

AUGUST 20, 2013

Topic	Outcome
Ms. Debbie Conway	<ul style="list-style-type: none"> ○ improved communications at the regional level to families and providers.
Council Activities Update Review of Workgroup Spreadsheet Ms. Debbie Conway	<ul style="list-style-type: none"> ❖ Ms. Arno praised Ms. Conway for an extraordinary job as Chair of the Council and all other members agreed. ❖ Ms. Conway provided a list of key areas that council is currently focusing on. ❖ Some workgroups will be temporarily put on hold until priority areas/ tasks have been accomplished.
Customer Focus: State Employment Leadership Network (SELN) Mr. Byron Sartin	<ul style="list-style-type: none"> ❖ The Georgia Supported Employment workgroup has established sub-committees to address the areas outlined in the Nation SELN's observations report. The sub-committees will gather information and make recommendations in the following areas: <ul style="list-style-type: none"> ○ SE Leadership ○ SE Funding ○ SE Capacity
Customer Focus: Behavioral Supports Mr. Clint Trusty	<ul style="list-style-type: none"> ❖ Mr. Trusty would like to establish a Behavior Services Workgroup to ensure individuals' needs are being met. ❖ Mr. Trusty would like six people to serve on this workgroup and needs representation across the state. <ul style="list-style-type: none"> ○ Mr. Trusty is not asking for council members to serve on this workgroup but is asking them to identify/recommend anyone they feel would be suitable to serve. ○ The suggested deadline for recommendations is August 31, 2013.
System Structure: Support Coordination Mr. Robert Bell Ms. June DiPolito	<ul style="list-style-type: none"> ❖ Support Coordination workgroup meetings are being held on a regular basis. ❖ A letter received from Department of Justice outlining concerns with Support Coordination prompted the Division to seek a consultant in this area. A Support Coordination Plan/redesign will be developed in conjunction with the consultants recommendations. ❖ The consultant will hopefully be in Georgia the week of September 16, 2013.
System Design: Transition	<ul style="list-style-type: none"> ❖ The provider will go to the hospital to work with and receive competency-based training by the individual to learn how best to meet his/her needs during <u>transition planning</u>. ❖ Additional training will be provided as needed before the individual leaves the hospital.

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES
DIVISION OF DEVELOPMENTAL DISABILITIES
DD ADVISORY COUNCIL (EXECUTIVE) MEETING MINUTES

AUGUST 20, 2013

Topic	Outcome
<p>Exceptional Rate Ms. Sara Case</p>	<ul style="list-style-type: none"> ❖ State Oversight Committee must approve/clear all placements. ❖ Following quality monitoring after the placement, Team Leaders and Nurses will visit the home to complete a review to determine if there are any placement issues/needs not being met. Additional training will be provided. ❖ There have been issues with tiers. In order to justify the need for supports being provided, additional DDP time is needed. ❖ Need to monitor that services agreed to in the ER are being provided. <ul style="list-style-type: none"> ○ Providers will be held accountable if services are not being provided.
<p>System Design: Policy Revision Process Dr. Darlene Meador</p>	<ul style="list-style-type: none"> ❖ Dr. Meador distributed a draft copy of a Process /Timeline for Quarterly Routine NOW/COMP Policy Changes. ❖ Council was advised that changes to routine waiver policies can occur on a quarterly basis. ❖ The Council will need to determine members of an Executive Policy Committee to support ongoing review of changes to policies.
<p>System Performance: Quality Management Project Mr. Dave Blanchard</p>	<ul style="list-style-type: none"> ❖ Mr. Blanchard thanked council members for their input at the July 17th meeting. He summarized the accomplishments of the group so far. ❖ Two upcoming focus groups are scheduled on August 27th and 28th in Lawrenceville and Tifton, Georgia. ❖ Mr. Blanchard distributed a handout listing questions that will be directed towards advocates and families during these focus groups along with other information. The next steps will include a review of an “As Is” report of our QM system and recommendations for improvements.
<p>System Performance: Volunteers QMP Ms. Debbie Conway</p>	<ul style="list-style-type: none"> ❖ Ms. Bogan and Ms. Isaac volunteered for the quality management project. ❖ Ms. Bragg said she would be available only if no one else volunteered. ❖ Per Mr. Blanchard, Mr. Towson will provide an update on the quality management report.
<p>Public Comment</p>	<ul style="list-style-type: none"> ❖ Ms. Tarria Whitley, Executive Director from the ARC of Georgia, encouraged council members to use families and self-advocates for input. ❖ Ms. Whitley asked that workgroups not be disbanded but review some of the tasks/issues that have already been discussed. (Side note - there was no discussion of disbanning the workgroups, just temporarily putting some of them on hold as other project decisions would affect workgroup activities). ❖ Ms. Whitley suggested using social media to reach some people.
<p>Adjournment</p>	<ul style="list-style-type: none"> ❖ The meeting adjourned at 2:45 PM. The next meeting is scheduled for September 18, 2013. Council members will be notified of the

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES
DIVISION OF DEVELOPMENTAL DISABILITIES
DD ADVISORY COUNCIL (EXECUTIVE) MEETING MINUTES

AUGUST 20, 2013

Topic	Outcome
	time and location once determined by Ms. Conway.