

West Virginia I/DD Waiver Quality Improvement Advisory Council Meeting	July 19, 2017 10:00am-4:00 pm Bureau of Senior Services
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Members Present:

<input checked="" type="checkbox"/> Angie Breeden	<input type="checkbox"/> Brian Breyer	<input checked="" type="checkbox"/> Jeannie Elkins	<input type="checkbox"/> Susan Given
<input type="checkbox"/> Sheila Harper	<input checked="" type="checkbox"/> Amber Hinkle (Vice Chair)	<input type="checkbox"/> Chris Messenger	<input checked="" type="checkbox"/> Kelly Miller
<input checked="" type="checkbox"/> Marilyn Nichols (Chair)	<input checked="" type="checkbox"/> Marilyn Osborne	<input type="checkbox"/> Jon Sassi	<input checked="" type="checkbox"/> Steve Wiseman
<input checked="" type="checkbox"/> Richard Covert (Ancillary)	<input checked="" type="checkbox"/> Mary Lea Wilson (Ancillary) (attended via conference call)	<input type="checkbox"/> Todd Rundle (Ancillary)	

Others Representatives Present:

<input type="checkbox"/> Laura Barno (BCF)	<input checked="" type="checkbox"/> April Goebel (KEPRO)	<input checked="" type="checkbox"/> Taniua Hardy (BMS)	<input checked="" type="checkbox"/> Sissy Johnson (KEPRO)
<input checked="" type="checkbox"/> Teresa McCourt (SFC) (Michele Mount attended for SFC)	<input checked="" type="checkbox"/> Pat Nisbet (BMS)	<input checked="" type="checkbox"/> Leah Redden (KEPRO)	<input type="checkbox"/> Beth Morrison (BBHMF)
<input checked="" type="checkbox"/> Vanessa VanGilder (Olmstead)		<input checked="" type="checkbox"/> Rose Lowther-Berman (BMS)	
<input checked="" type="checkbox"/> Stephen Brady (BBHMF)	<input type="checkbox"/> Jim Cooper (OHFLAC)	<input type="checkbox"/> Lori McGurty (KEPRO)	<input checked="" type="checkbox"/> Randy Hill (PPL)

Public Present:

Linda Higgs, Christine Dickson

MINUTES

Agenda Item	Welcome	Presenter
	Approval of April 2017 Minutes Membership Applications	

Action Items

- Call to Order: The meeting called to order at 10:04 am by Marilyn Nichols, Chairperson.
- Approval of Minutes
 - Jeanie Elkins moved to approve minutes and Richard Covert seconded. Minutes approved by majority.

Action Items	Person Responsible	Deadline
None		

Agenda Item	General Updates	Presenter
		-Pat Nisbet/Taniua Hardy - BMS -April Goebel - KEPRO -Randy Hill - PPL

Discussion and Conclusions:

- BMS**
- Taniua Hardy discussed the 12 member deaths reported since April 2017.
 - 10 natural deaths of individuals who lived in NF:
 - Age 25 at home: undetermined natural cause
 - Age 20 in hospital: severe septic shock, multi-organ failure, bowel perforation, prepioric acidem
 - Age 42 in hospital: unknown natural causes
 - Age 55 at home: cerebral palsy
 - Age 67 in hospital: sepsis, decubitus ulcers
 - Age 20 in hospital: pneumonia, scoliosis, lissencephaly

- Age 60 in hospice house: progressive supranuclear palsy
- Age 28 at home with hospice: liver failure, intrahepatic cholangiocarcinoma (liver cancer)
- Age 78 in hospital: hemorrhagic stroke
- Age 58 at home with hospice: Alzheimer's disease, Down's syndrome
- 2 natural deaths of individuals who lived in ISS:
 - Age 79 in hospital: multi-organ failure, sepsis, pneumonia, hip hardware infection, dysphagia, aspiration, dementia
 - Age 56 in home with hospice: pancreatic cancer, pneumonia
- In response to Ms. Hardy's report, Marilyn Osborne asked the difference in definitions of natural death and homicide. Ms. Hardy stated it identified on the death certificate and that she will bring an example to the next meeting.
- Patricia Nisbet disseminated the Medicaid Report and the Medicaid Waiver report to the council. She stated that these reports are posted every month to the BMS website. The link to the reports is <http://www.dhhr.wv.gov/bms/About%20Us/Legisre/Pages/default.aspx>.
 - Ms. Nisbet discussed the expenditures for "Home & Community Based Services (MR/DD)" found on page 2 of the Medicaid Report. She directed the council to her figures on the top of the page concerning the amount allotted for IDDW.
 - In response to the report, Amber Hinkle questioned as to whether the figures included the federal match and Ms. Nisbet stated that they do. Ms. Nisbet also discussed that the WV State Legislature has approved the same funding amount for this coming fiscal year (Page 4 of the Medicaid Report).
 - Information from the Medicaid Waiver report, including total number of slots available, number of applicants determine eligible, those discharged, and information about the waitlist.
 - Amber Hinkle asked if the individual who has been on the IDDW Waiver Waitlist the longest is receiving other services. Steve Brady stated BHHF reaches out to all individuals on the waitlist and offers services/guidance to find services.
 - At the council's request for additional information about recent slot releases, Ryan Greenlee (Lead SSF, KEPRO) phoned in and provided the following information:
 - As of the end of June 2017 – zero slots were available for release for SFY 2017
 - 133 I/DD Waiver Slots are available for release for SFY 2018
 - 92 Slots were released July 1, 2017. Of those 92, 55 of which went active July 1, 2017.
 - The council requested that these reports be provided with the other materials; Pat Nisbet will forward to Leah Redden, who will provide via email with the agenda.

KEPRO

- April Goebel presented the IDD Provider Review Summary and WV I/DD Waiver Monitoring: Simple, Critical, and Abuse/Neglect/Exploitation Incidents Report.
 - *Review Summary:* Because of review timelines, not all data has been received and compiled for April-June 2017. For January-March 2017, 20 reviews were completed; data for one is still outstanding. Overall, 15 agencies had zero disallowances for SFY 2017 and it is anticipated that this number will be higher once all data has been compiled. Overall, compliance with the CMS Quality Assurances remains in the 90% range.
 - *Incidents Report:* Agency compliance for follow-up of critical and abuse/neglect/exploitation incidents continues to be high, ranging from 81%-100% for SFY 2017. For overall incident resolution, compliance rates require improvement. In order to be considered resolved, several components must be met; while providers tend to meet most of the requirements, not all are. In an effort to increase compliance, a training was conducted with providers in May 2017.
- In response to a previous request from the council, Ms. Goebel presented statistics on causes of death of

IDDW members in comparison with national averages.

- Ms. Goebel reported that these statistics were obtained from the Centers for Disease Control website (national averages) and BMS' mortality report.
- In response to Ms. Goebel's report, Steve Wiseman asked who was looking at the issues concerning aspiration pneumonia deaths, etc. Ms. Goebel offered to identify data for pneumonia/aspiration deaths and provide at the next meeting. At that time, the council can determine if a subcommittee should be formed to address the deaths from aspiration pneumonia.

PPL

- Randy Hill provided the activity report for PPL, indicating that enrollment has increased since May due to the July slot releases.
- Mr. Hill also discussed the waiver of the WV Cares administrative fee.
 - This grant will end in October 2017 at which point the fee will be \$20. This fee will be the responsibility of the employer or employee. Mr. Hill stated PPL continues to receive complaints from parent providers concerning payment delays. The IPP must be available and correct on CareConnection© before services can be provided.
 - Mr. Hill informed the council PPL is currently developing a FACT sheet for billing transportation through PPL, as some people are still unclear about the requirements in this area. When asked, the council had no issues with transportation to report.
 - Marilyn Osborne requested an updated list of providers who are interested in working with other members, as she reports she has contacted individuals on the current list who've reported they are no longer available. Mr. Hill reported the list will be updated and disseminated when completed. .

Action Items	Person Responsible	Deadline
Provide council with a sample death certificate	Taniua Hardy	October 18, 2017
Provide Medicaid Report and Medicaid Waiver Report to council	Pat Nisbet, Leah Redden	Ongoing
Data report on pneumonia/aspiration deaths	April Goebel	October 18, 2017

Agenda Item	Statewide Transition Plan Action Items	Presenter	Rose Lowther-Berman, BMS
Discussion and Conclusions:			
<ul style="list-style-type: none"> ● Dr. Rose Lowther-Berman discussed the Statewide Transition Plan with council members. <ul style="list-style-type: none"> ○ Dr. Lowther-Berman reviewed the most recent HCBS Day facility review compliance data and reported: <ul style="list-style-type: none"> ➢ Agencies that have been in business longer tend to be less successful than those that have been in business less than 17 years. ➢ Agencies that serve 41-50 members or fewer than 10 members tend to have more successful reviews than those that serve 21-30. ➢ Steve Brady asked if the data indicated a difference in agency performance based on the number of waiver services provided. Dr. Lowther-Berman informed the council this correlation was not considered but is something the subcommittee may want to look at. ➢ BMS continues to seek information as to where Supported Employment services may be provided according to the HCBS Integrated Settings rule, and is awaiting additional information from CMS. Steve Wiseman asked what the next steps of the transition plan would be and what role the council should play. Pat Nisbet recommended that the council become involved once all reviews are complete. 			
Action Items			Deadline

None		
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Agenda Item	Public Comment	Presenter	Public
Discussion and Conclusions:			
No Public Comment			
Action Items	Person Responsible	Deadline	
None			

Agenda Item	Membership Update / Voting	Presenter	
Discussion and Conclusions:			
<ul style="list-style-type: none"> • As Marilyn Nichols' term expires September 30, 2017, a new Chairperson was elected as follows: <ul style="list-style-type: none"> ○ Jeannie Elkins nominated Amber Hinkle as Chair and Angie Breeden seconded. Amber Hinkle elected as Chairperson by majority vote. • As Amber Hinkle, current Vice Chairperson, was elected Chair, a new Vice Chairperson was elected as follows: <ul style="list-style-type: none"> ○ Richard Covert nominated Angie Breeden as Vice Chair and Steve Wiseman seconded. Angie Breeden elected as Vice Chair by majority vote. • Leah Redden presented the following current vacancies: <ul style="list-style-type: none"> ○ One member/family representative ○ Three provider representatives ○ One general stakeholder representative ○ Two ancillary representatives • There was some discussion regarding criteria for each type of representative. April Goebel suggested the representative descriptions be revised in the handbook. Mr. Wiseman suggested the membership subcommittee meet to discuss and present possible revisions regarding the definitions of representatives. • Leah Redden reviewed the current applications for membership. <ul style="list-style-type: none"> ○ Current applications include one member/family application, several provider applications, and no ancillary or general stakeholder applications. ○ Ms. Redden discussed Marilyn Nichols as a potential ancillary member as her term expires September 30, 2017 and the handbook states current members are to be given preference for ancillary positions. • Ballots were disseminated, votes were cast, and results reported by Ms. Redden: <ul style="list-style-type: none"> ○ New members will include the following: Dorothy Frazier as a member/family representative; Christine Dickson, Kristy Ellison, and Jason Jones as provider representatives; and Marilyn Nichols as an ancillary member. New members' terms will begin October 1, 2017 and end on September 30, 2020. ○ Ms. Redden will notify new members and provide orientation materials as listed in the handbook. • Angie Breeden suggested reissuing the application to family members and voting again to fill the general stakeholder openings. It was also noted that the application on BMS' website has old contact information for submission and should be updated. Pat Nisbet committed to ensuring that the correct application is uploaded. • The council also discussed the dismissal letter that is sent to members who miss two consecutive meetings. Some formatting and language changes were recommended and approved by majority vote. Leah Redden will update accordingly. 			
Action Items	Person Responsible	Deadline	

Revise representative-type criteria in handbook	Membership subcommittee	October 18, 2017
Send new member notifications and materials	Leah Redden	August 4, 2017
Upload updated application to BMS' website	Pat Nisbet	October 18, 2017
Update discharge letter	Leah Redden	July 31, 2017

Agenda Item	Subcommittee Updates	Presenter	Subcommittee chairpersons
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Discussion and Conclusions:

SC Conflict of Interest Training Subcommittee

- This subcommittee met and modified an existing ADW training, but additional revisions are required before forwarding to agencies for use. Council members will review and provide feedback to the subcommittee, who will update and present at the next meeting.
 - This discussion led to questions about the Conflict of Interest Policy and its requirements, including how non-compliance is identified and investigated. Ms. Nisbet stated that anyone who suspects non-compliance with the policy should report such to KEPRO, who will subsequently investigate.
 - The group also engaged in further discussion regarding their previous suggestion to require the Service Coordinator to leave the room during the Freedom of Choice segment of the annual functional assessment. Amber Hinkle will develop a letter with this request and forward to BMS.
 - Pam Roush, with WV Birth to Three will attend the October council meeting to provide information on that program's conflict-free Service Coordination system.

Data Analysis Subset Subcommittee

- This group will meet on August 22nd at 10:00am at the Developmental Disabilities Council office to review data associated with the Statewide Transition Plan. Dr. Lowther-Berman will present updated information to the council at the next meeting.

Member Rights/Confidentiality Subcommittee

- This group will present a draft training at the next meeting.

Identification Of Health Risks Subcommittee

- At the last meeting, this group agreed to develop an annual physical form for optional agency use. The group will present a draft at the next meeting.

Guardianship Fact Sheet Subcommittee

- The council formed this subcommittee based on concerns presented regarding members' rights in terms of guardianship. The subcommittee will include Kelly Miller as chair, Jeanie Elkins, Angie Breeden, Steve Wiseman, and Linda Higgs. They will develop a Fact Sheet to include information about rights related to this topic, and present a draft to the council at the next meeting.

Action Items	Person Responsible	Deadline
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Review COI training and provide feedback to Susan Given	Council members	September 30, 2017
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Update COI training based on feedback	COI Training subcommittee	October 18, 2017
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Develop letter to BMS recommending Service Coordinators be required to leave the room during FOC segment of assessment	Amber Hinkle	October 18, 2017
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Review Statewide Transition data	Data Analysis subcommittee	October 18, 2017
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Develop draft Member Rights/Confidentiality training	Member Rights/Confidentiality	October 18, 2017
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	subcommittee	
Develop draft annual physical form	Identification of Health Risks subcommittee	October 18, 2017
Develop draft Guardianship Fact Sheet	Guardianship subcommittee	October 18, 2017

Agenda Item	Wrap-Up/Confirmation of Next Meeting		
Discussion and Conclusions:			
<ul style="list-style-type: none"> • The next Quarterly Provider Meeting will take place August 16, 2017 at the Days Inn Conference center in Flatwoods, WV. • The next QIA Council Meeting is scheduled for October 18, 2017 at BoSS. • Meeting adjourned at 2:32 pm by Marilyn Nichols. 			
Minutes submitted by Leah Redden			