

West Virginia TBI Quality Improvement Advisory Council Meeting	May 9, 2013 10:00am-2:00pm Center for Excellence in Disabilities 4510 Pennsylvania Ave Charleston, WV
Members Present:	
Mark Fordyce, Brad Anderson, Angela Vaught, Linnie Simiryan (for Clarice Hausch), Lou Ellen Blake, Samuel Mullett (via conference call)	
Members Not Present:	
Stewart Phillips, Betsy Peterson, Don Ashworth	
Others Present:	
Barb Recknagel, Susan Given, Brian Holstine, Amy Shriver	
Meeting Minutes from the 2/20/2013 QIA Council were approved with the following corrections: Linnie Simiryan's name was misspelled.	

MINUTES

Agenda Item	Welcome/ Introductions/Old Business	Presenter	Mark Fordyce, Chair
Discussion and Conclusions:			
<p>Discussion/Follow-up: Roundtable introductions were made by all meeting attendees. Housekeeping issues were discussed as related to the meeting location, agenda, and lunch plans. Old business: The minutes from the February 20, 2013 QIA Council meeting were approved with spelling changes to two attendees' names. Mark requested nominations from the floor for the Co-Chair position. No nominations were received.</p>			

Agenda Item	Take Me Home, WV Risk Analysis & Planning Tool	Presenter	Brian Holstine
Discussion and Conclusions:			
<p>Discussion/Follow-up: Brian Holstine with Money Follows the Person/Take Me Home, West Virginia provided an update regarding the program. He reported that MFP has completed 85 intakes, 72 of which were found to be eligible. He noted that 11 intakes were pending, two had been determined ineligible, two had transitioned out, and one had declined services. Three of the eligible individuals were TBI survivors. Council member Sam Mullett inquired about the average age of the TBI survivors who had been assessed; Brian indicated that they were in their late 30s and early 40s. Brian provided an overview of the Risk Analysis and Planning tool. He provided handouts of the tool, and indicated that he would send copies to Barb Recknagel via email to be distributed to those members who were not present at the meeting.</p>			

There were six domains under risk identification:

- Health, Medical & Nutrition
- ADLs and Safety
- Behavioral and Lifestyle
- Medications
- Home and Informal Supports
- Other Possible Risks

The meeting attendees discussed the domains and the specific identified risk factors under each domain.

Action Items	Person Responsible	Deadline
Send out electronic copies of the Risk Mitigation Assessment forms to those Council members who were not present at the meeting	Brian Holstine will send to Barb/ Barb will distribute to members	ASAP

Agenda Item	Discuss goals for the Council Quality Management Plan	Presenter	Council Members
-------------	---	-----------	-----------------

Discussion and Conclusions:

The status of the draft TBI Quality Improvement Advisory Council work plan was discussed. Chair Mark Fordyce reiterated that it was premature to develop work groups, and felt that the Council should wait until the Waiver program has been operational for a longer period. The conversation from the 2/20/13 Council meeting regarding specific data fields to track was revisited. Barb provided a list of some of the demographic information categories, which were considered during the 2/20/13 meeting. Issues included substance abuse, misuse of prescription medications, risk-taking behavior, types of PDGS being requested, number of medications, past history, whether the presenting injury is the first TBI, how many members are treated at in-state vs. out-of-state facilities, and paid Supports and informal Supports. Conversation was held regarding whether this data would be tracked on applicants and members, or just members. It was determined that it would not be feasible to track these demographics on applicants, so the data would be tracked on members only. The Council discussed what types of recommendations will be forthcoming from the data, and what the value of various categories would be.

Action Items	Person Responsible	Deadline
Continue to brainstorm issues to be addressed by work groups	All members	Ongoing
Continue to develop the TBI Quality Improvement Advisory Council Work Plan	Amy Shriver will update the plan for the August 8, 2013 meeting	8/8/13

Present data on 2012 enrolled members	APS Healthcare will prepare this information for the August 8, 2013 meeting	8/8/13
---------------------------------------	---	--------

Agenda Item	Public Comment	Presenter
Discussion and Conclusions:		
There was no public comment made		
Action Items	Person Responsible	Deadline

Agenda Item	Wrap Up/ Confirm next meeting date	
Discussion and Conclusions:		
Tentative meeting dates were scheduled for August 8, 2013, November 14, 2013, February 13, 2014 and May 8, 2014, at the Charleston CED office at 4510 Pennsylvania Ave. in Charleston, WV.		
Action Items	Person Responsible	Deadline
Check tentative meeting dates to determine whether there are conflicts with other required meetings.	Barb Recknagel	6/15/13

Minutes submitted by	Amy Shriver, Assessment Coordinator, APS Healthcare	May 20, 2013
----------------------	---	--------------