

<b>West Virginia I/DD Waiver Quality Improvement Advisory Council Meeting</b>	July 17, 2019 10:00am-3:00pm Bureau of Senior Services
<b>Voting Members Present:</b>	
<input checked="" type="checkbox"/> Angie Breeden (vice chair) <input checked="" type="checkbox"/> Richard Covert (family/member) <input type="checkbox"/> Karen Kalar (family/member) <input type="checkbox"/> Zane Hutchison	<input type="checkbox"/> Dorothy Frazier <input type="checkbox"/> Jeffrey Shrewsbury (provider rep) <input checked="" type="checkbox"/> Jane Ketcham for Brian Breyer (by phone) <input checked="" type="checkbox"/> Jason Jones
<input checked="" type="checkbox"/> Kristy Ellison (by phone) <input checked="" type="checkbox"/> Christine Dickson (provider rep) <input checked="" type="checkbox"/> Tania Hardy (for Susan Given) (DRWV) <input checked="" type="checkbox"/> Jon Sassi	<input checked="" type="checkbox"/> Laura White (stakeholder) <input checked="" type="checkbox"/> Michele Mount (SFCPM) (by phone) <input checked="" type="checkbox"/> Steve Wiseman (DDC)
<b>Ancillary Members Present:</b>	
<input type="checkbox"/> Kelly Miller	<input checked="" type="checkbox"/> Jason Bowlick for Chris Messenger (by phone) <input checked="" type="checkbox"/> Cleo "Renee" Chapman
<b>Others Representatives Present:</b>	
<input checked="" type="checkbox"/> Lisa Purkey (PPL) <input checked="" type="checkbox"/> Chip Sovick (PPL) <input checked="" type="checkbox"/> Pat Nisbet (BMS) <input checked="" type="checkbox"/> Lisa Bishop (by phone) (PPL)	<input checked="" type="checkbox"/> Stacy Broce (BMS) <input checked="" type="checkbox"/> Rose Lowther Berman (BMS) <input checked="" type="checkbox"/> Nora Dillard (BMS) <input checked="" type="checkbox"/> Stephen Brady (BBHHF)
<input type="checkbox"/> Laura Barno (BCF) <input type="checkbox"/> Doug Auten (DRS) <input checked="" type="checkbox"/> Carissa Davis (Olmstead) <input checked="" type="checkbox"/> Emily Proctor (KEPRO)	<input checked="" type="checkbox"/> April Goebel (KEPRO) <input checked="" type="checkbox"/> Kara Young (KEPRO) <input checked="" type="checkbox"/> Jennifer Eva (BMS) <input checked="" type="checkbox"/> Amber Hinkle
<b>Public Present:</b>	
Mary Lea Wilson, Vanessa VanGilder, Marilyn Nichols	

**MINUTES**

<b>Agenda Item</b>	<b>Welcome Approval of January 2019 Minutes</b>	<b>Presenter</b>	<b>-Angie Breeden, Vice-Chair</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Call to order by Vice-Chair</li> <li>• Michele Mount moved to approve January 2019 minutes, Jason Jones seconded</li> <li>• January 2019 minutes approved by majority</li> </ul>			
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
None			

<b>Agenda Item</b>	<b>Membership Status Update and Presentation of Applicants</b>	<b>Presenter</b>	<b>-Angie Breeden, Vice-Chair -All</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Angie Breeden, Membership Subcommittee chair and Council Vice-Chair presented current open positions: <ul style="list-style-type: none"> <li>○ Chair</li> <li>○ Vice-Chair</li> <li>○ One Member/Family Representative</li> </ul> </li> </ul>			

- One Provider Representative
- Two General Stakeholder Representatives
- Two Ancillary Positions
- Ms. Breeden presented applications and accepted nominations:
  - Renee Chapman elected by majority to move from Ancillary position to Member/Family position (opening Ancillary position)
  - Ashley Skeens elected by majority for Provider position
  - Mary Lea Wilson elected by majority for General Stakeholder position
  - Stephanie Caldwell elected by majority for General Stakeholder position
  - Three Ancillary positions filled: Amber Hinkle, Jon Sassi, and Holly Pugh
- Ms. Breeden nominated Renee Chapman for the open Chair position; Ms. Chapman elected by majority and agreed to serve
- Ms. Breeden nominated Richard Covert for the open Vice-Chair position; Mr. Covert elected by majority and agreed to serve

Action Items	Person Responsible	Deadline
None		

Agenda Item	BMS General Updates	Presenter	-Nora Dillard, BMS
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>● Presentation of Mortality Report           <ul style="list-style-type: none"> <li>○ Thirty-two deaths occurred since the last meeting:               <ul style="list-style-type: none"> <li>▪ Age 48, at home</li> <li>▪ Age 60, in hospital</li> <li>▪ Age 44, out-of-state</li> <li>▪ Age 54, in hospital</li> <li>▪ Age 11, in hospital</li> <li>▪ Age 59, in nursing home</li> <li>▪ Age 9, in hospice</li> <li>▪ Age 33, in hospital</li> <li>▪ Age 52, out-of-state</li> <li>▪ Age 56, in hospital</li> <li>▪ Age 61, in hospital</li> <li>▪ Age 43, in hospital</li> <li>▪ Age 62, in hospital</li> <li>▪ Age 51, in hospital</li> <li>▪ Age 17, at home</li> <li>▪ Age 62, in hospice</li> <li>▪ Age 42, at home</li> <li>▪ Age 32, in hospital</li> <li>▪ Age 23, in hospital</li> <li>▪ Age 40, in hospital</li> <li>▪ Age 72, at home</li> <li>▪ Age 57, at home</li> <li>▪ Age 56, in hospital</li> <li>▪ Age 78, in hospital</li> <li>▪ Age 64, in nursing home</li> <li>▪ Age 11, at home</li> </ul> </li> </ul> </li> </ul>			

<ul style="list-style-type: none"> <li>▪ Age 64, in hospital</li> <li>▪ Age 64, at-home hospice</li> <li>▪ Age 19, in hospital</li> <li>▪ Age 50, at home</li> <li>▪ Age 42, in hospice</li> <li>▪ Age 45, at-home hospice</li> </ul>		
Action Items	Person Responsible	Deadline
None		

Agenda Item	PPL Updates, PPL	Presenter	-Lisa Purkey, PPL -Chip Sovick, PPL
Discussion and Conclusions:			
<ul style="list-style-type: none"> <li>• Presentation of Quarterly Enrollment Report <ul style="list-style-type: none"> <li>○ No issues noted</li> </ul> </li> <li>• Presentation of Resource Consultant/Service Coordinator Side-by-Side Report <ul style="list-style-type: none"> <li>○ Roles of PPL Resource Consultant and IDWW Service Coordinators compared (side-by-side detail forwarded to Council members)</li> </ul> </li> </ul>			
Action Items	Person Responsible	Deadline	
None			

Agenda Item	Statewide Transition Plan Update, BMS	Presenter	-Dr. Rose Lowther-Berman, BMS
Discussion and Conclusions:			
<ul style="list-style-type: none"> <li>• Presentation of information about members are integrating in the community <ul style="list-style-type: none"> <li>○ No trends noted in the documentation that was provided</li> <li>○ Members in two day programs do not actively participate in community activities from the facility</li> <li>○ Of the 54 day programs, responses were received from 34</li> </ul> </li> <li>• Dr. Lowther-Berman reported that she is working with WVU-CED to incorporate Specialized Family Care data into the Statewide Transition Plan</li> <li>• Additionally, she indicated that CMS has requested information from the state regarding heightened scrutiny</li> <li>• Comparison of data indicates that results from year one reviews, conducted by BMS, and year two reviews, conducted by KEPRO, are consistent with respect to the HCBS Integrated Settings Rule</li> </ul>			
Action Items	Person Responsible	Deadline	
None			

Agenda Item	KEPRO General Updates, KEPRO	Presenter	-April Goebel, KEPRO
Discussion and Conclusions:			
<ul style="list-style-type: none"> <li>• Presentation of the Provider Review Report <ul style="list-style-type: none"> <li>○ Ms. Goebel presented provider review summaries for the FY that ended 6/30/18, as it was finalized following the January meeting <ul style="list-style-type: none"> <li>▪ 82 providers reviewed; majority had no disallowances</li> <li>▪ Most disallowances for time billed not supported by documentation</li> <li>▪ Overall providers continue to show improvement in meeting staff training and certification requirements</li> </ul> </li> <li>○ The current report, in progress for 7/1/18-6/30/19, was also presented</li> </ul> </li> </ul>			

<ul style="list-style-type: none"> <li>▪ Data has been compiled for 40 providers reviewed so far</li> <li>▪ As with the previous FY, most providers have no or minimal disallowances</li> <li>• Presentation of Incident Management Report <ul style="list-style-type: none"> <li>○ Provider review results for incident reporting compliance were provided <ul style="list-style-type: none"> <li>▪ Results for the FY that ended 6/30/19 show that only one month, September 2018, met the CMS required 85% compliance threshold</li> <li>▪ KEPRO and BMS continue to work with providers on increasing compliance by conducting targeted training with agency personnel responsible for incident monitoring and reporting</li> <li>▪ For incident follow-up only, as reported in the IMS, compliance percentages are slightly higher but continue to require improvement</li> </ul> </li> </ul> </li> </ul>		
Action Items	Person Responsible	Deadline
None		

Agenda Item	Statewide Transition Plan Update, BMS	Presenter	-Dr. Rose Lowther-Berman, BMS
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Presentation of information about members are integrating in the community <ul style="list-style-type: none"> <li>○ No trends noted in the documentation that was provided</li> <li>○ Members in two day programs do not actively participate in community activities from the facility</li> <li>○ Of the 54 day programs, responses were received from 34</li> </ul> </li> <li>• Dr. Lowther-Berman reported that she is working with WVU-CED to incorporate Specialized Family Care data into the Statewide Transition Plan</li> <li>• Additionally, she indicated that CMS has requested information from the state regarding heightened scrutiny</li> <li>• Comparison of data indicates that results from year one reviews, conducted by BMS, and year two reviews, conducted by KEPRO, are consistent with respect to the HCBS Integrated Settings Rule</li> </ul>			
Action Items	Person Responsible	Deadline	
None			

Agenda Item	Public Comment	Presenter	Public
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• None</li> </ul>			
Action Items	Person Responsible	Deadline	
None			

Agenda Item	Social Security Representative Payee Oversight Grant Update, DRWV	Presenter	-Tania Hardy, DRWV
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• DRWV is working to provide information regarding the program to IDWV members and has no new information to report</li> </ul>			
Action Items	Person Responsible	Deadline	
None			

<b>Agenda Item</b>	<b>Conflict-Free Case Management, BMS</b>	<b>Presenter</b>	<b>-Liz Bragg, BMS</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Thirty-four states, including Washington, DC, are currently in compliance with the CMS requirement</li> <li>• Liz has hosted three separate stakeholder groups, one for each waiver (TBI, ADW, IDD), each month for several months</li> <li>• The IDDW stakeholder group developed an informational flyer that describes the CFCM requirements. It is currently provided to members at their annual functional assessment</li> <li>• Stakeholder groups continue to work on the agency certification and Case Manager certification processes <ul style="list-style-type: none"> <li>○ The group is considering a mentoring requirement as part of the Case Manager certification process</li> <li>○ Ms. Bragg is working with BMS to develop an online Case Manager certification curriculum</li> </ul> </li> </ul>			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
None			

<b>Agenda Item</b>	<b>Wrap-Up/Confirmation of Next Meeting</b>		
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• The next meeting TBA (April meeting cancelled; make-up meeting required)</li> <li>• The next scheduled meeting is Wednesday, October 16, 2019 at 10am at the Charleston Town Center 3<sup>rd</sup> floor Bureau of Senior Services office</li> <li>• Meeting adjourned at 3:00pm by Angie Breeden</li> </ul>			
<b>Minutes submitted by April Goebel</b>			