

West Virginia TBI Waiver QIA Council Meeting Minutes	Date 08/15/12 Location of Meeting: Schoenbaum Center
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Attendees

x	Barb Recknagel	x	Lou Ellen Blake	x	Sally Burchfiel
x	Susan Given	x	Stewart Phillips	x	Amy Shriver
x	Marcus Canaday	x	Don Ashworth		
xx	Mark Fordyce	x	Angela Vaught		

Absentees

Brad Anderson, Clarice Hausch, Betsy Peterson

Agenda Items

1.) Purpose/ Procedures of the QIA Council

Discussion/Follow-up:
 It was discussed that the purpose of the council is to provide feedback to the Dept. of Health & Human Resources (DHHR) Bureau of Medical Services (BMS) and its Operating Agency, APS Healthcare. The council is advisory in nature and has no authority in administration.
 The council will serve as a forum for members, legal representatives and the public to address issues and concerns as relate to the quality of TBI Waiver services.
 The council will serve as a liaison between the Waiver program and its stakeholders.
 The procedures handbook DRAFT was reviewed, with potential modifications being discussed. These include: Membership Attendance- consider reducing the number of consecutive absences from three to two before a notification of potential membership vacancy is delivered. In addition, consider adding caveats re: participation being considered in addition to attendance at meetings; consider alternate meeting types, as well as conference calls and work groups between meetings.
 Marcus Canaday proposed that the council consider scheduling the annual meeting to coincide with the waiver year, which is February through January. The original plan was to have the annual meeting in November.
 Lou Ellen suggested that the council arrange a set meeting day (e.g. the third Wednesday of every meeting month) so that members could plan in advance for attendance.
 Sally recommended that the council adjust the quorum from nine to five. Discussion was held, and the consensus was that the quorum should be changed to five.
 The procedure handbook will be finalized, with modifications to the Membership Attendance section as discussed.

2.) Council Vacancies/ Officers

Discussion/Follow-up:
 Barbara announced that there is currently one vacancy for council membership. A public announcement of vacancies is maintained on the BMS website.
 Members serving on the council will be reimbursed for travel/ tolls associated with meeting attendance.
 Appointments are for one, two, or three years, with staggered membership.

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There was discussion regarding officer terms; the possibility of changing the term from one year to two years was considered. It was proposed by Mark that the initial term be November 2012 through February 2014.

Election of officers will take place at the next meeting, in November.

Officer terms will be modified and the procedures handbook will be amended accordingly.

3.) Money Follows the Person

Discussion/Follow-up:

Marcus Canaday spoke about WV's Money Follows the Person initiative, Take Me Home, West Virginia, which is funded by a grant from the centers for Medicare and Medicaid services. Marcus is the Director of the program.

The program has two basic purposes:

1. To transition individuals from institutional to community setting.
2. Systems Advocacy objective.

MFP will improve opportunities for individuals who are elderly or who have disabilities to receive the supports and services they need to transition from institutional living to their own homes.

A goal of MFP is to make available services which are not available through other waiver programs.

WV has targeted 600 individuals for transition over five years. To qualify, individuals must:

1. Reside in a qualifying institution for at least 90 days, with the last "bed day" being paid for by Medicaid.
2. Want to transition to a qualified residential setting.

Qualifying institutions include: rehabilitation hospitals, rehabilitation units of acute care hospitals, nursing facilities, and Institutions for Mental Diseases (IMDs).

A qualified residence is one of the following: a person's own home, a person's family home, a person's own apartment, a group home with four or fewer people.

Additional monies are available through the program for the following services: resource services, goods and services, and extended direct care services.

MFP will employ a full time housing coordinator as well as five transition navigators.

The program will develop plans for a "no wrong door" entry into the long term care system.

Marcus will keep the council apprised as to the status of the program, so that referrals can be made when the program is operational.

4.) Council Quality Plan

Discussion/Follow-up:

Beginning in 2005, WV waiver programs developed performance measures to collect and review data that would determine whether quality assurances were being met.

Data from the performance measures are used to assess what, if any, changes need to be made, and to move forward with decision making.

An effective quality management system has three basic functions: Discovery, Remediation, and Continuous improvement.

The TBI Waiver Discovery and Remediation Report for fiscal year 2011-2012 was provided to council members and reviewed.

5.) Wrap Up/ Confirm Next Meeting

Discussion/Follow-up: A brainstorming session was held, with the following topics being raised for

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further thought and action:

Referrals to the TBI program have been low to date. Outreach efforts are being made, and the council asked how they could help with these efforts. Pamphlets will be provided to council members for distribution.

The council would like additional information regarding the assessment tool used to determine eligibility for the program- the Rancho Los Amigos Levels of Cognitive Functioning.

Eligibility criteria for the program were discussed, and it was the opinion of some that the inpatient requirement, which states that the applicant must be an inpatient of a residential facility at the time of application, may need to be modified. Referrals have been screened out based on this criterion.

Discussion was held about moving the next scheduled meeting from November 21 to November 14, because of the Thanksgiving holiday. The meeting was changed, and will be held on Wednesday, November 14 from 9:00 a.m. to 1:00 p.m. at the Schoenbaum Family Enrichment Center.

TBI Waiver program Pamphlets will be dispersed to council members.

A training session will be prepared for the council regarding the Rancho Los Amigos assessment tool. WebEx training will be made available to council members.

A summary of outreach efforts will be provided to council members.

Meeting Minutes Taken by Amy Shriver , APS Healthcare Assessment Coordinator

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