

West Virginia TBI Waiver Quality Improvement Advisory Council Meeting Minutes	DATE: May 11, 2017 TIME: 10:00 am-2:30 pm LOCATION: WVU Extension Office 4700 MacCorkle Ave, SE Charleston, WV 25304 10th Floor Conference Room
Members Present:	
Rodney, Smith, Tracy Wine, Angela Morales, Carolyn Lecco, Regina Desmond, Mark Holmes, Carrie Childers and Dale Heironimus (by phone after new business)	
Members Not Present:	
Don Ashworth	
Others Present:	
Randy Hill-PPL, Mark Fordyce, Brian Holstine-TMH-WV staff, Vanessa VanGilder-Olmstead Coordinator, Teresa McDonough-BMS, Brandi Robinson-TBI Program Manager-WVUCED Delena Arthur, KEPRO, and Barb Recknagel, KEPRO	

MINUTES

Agenda Item	Welcome/Introductions/Old Business/New Business	Presenter	Barb Recknagel
Discussion and Conclusions:			
Due to Latonia Morrison's resignation, KEPRO staff led the meeting.			
The Council welcomed new member, Doctor Carrie Childers. Carrie shared with the Council her relevant experience with the TBI population, children and running support group for TBI survivors and family members.			
<u>Old Business:</u>			
The minutes from the February 9, 2017 TBI Waiver QIA Council meeting were reviewed and approved.			
Motion to Approve: Mark Holmes			
Motion to Second: Rodney Smith			
Motion carried.			
<u>New Business:</u>			
Membership Application			
Family member of a child with TBI-Dale Heironimus			
Motion to Approve: Rodney Smith			
Motion to Second: Tracy Wine			
Motion carried.			
Membership Application			
Provider- Heather Velez			
Motion to Approve: Mark Holmes			

Motion to Second: Rodney Smith
 Motion carried.

Membership Application
 Provider- Terry Edgar
 Motion to Approve: Mark Holmes
 Motion to Second: Regina Desmond
 Motion carried.

Council Chair and Co-Chair Positions
 Chair-Rodney Smith
 Co-Chair- Mark Holmes
 Motion to Approve: Carrie Childers
 Motion to Second: Tracy Wine
 Motion carried.

Action Items	Person Responsible	Deadline
1. Inform Heather Velez and Terry Edgar of appointment, term and 2017 meeting dates	1. Barb Recknagel	1. Completed on 5/18/2017
2. Provide Council Materials and offer an orientation training prior to next meeting	2. Barb Recknagel or her designee	2. Complete prior to next meeting date August 10, 2017
3. Develop a handout for Roberts Rules of Order for voting items.	3. Barb Recknagel and Rodney Smith	3. Complete prior to next meeting date August 10, 2017

Agenda Item	Program Updates	Presenter
		Brian Holstine-TMH/MFP Teresa McDonough-BMS Randy Hill, PPL Barb Recknagel-KEPRO

Discussion and Conclusions:

Take Me Home/MFP Updates- Brian Holstine provided the following updates.

- During calendar year 2017, twenty-four (24) transitions occurred and seventy-eight (78) intakes have been completed.
- Currently, there is one (1) active program participant receiving TBI Waiver services with TMH and one (1) program participant has successfully completed 365 days in the community and is no longer receiving TMH grant services/supports.
- Since the TMH-WV grant started in 2013, there has been two hundred and thirty-eight (238) transitions and of those, one hundred and ten (110) were completed successfully.

- Brian informed the council that there are zero THM-TBIW slots left for this fiscal year.
- Brian reminded the Council that planning meetings continue at BMS with the HCBS staff to determine the implementation of transition services into both the ADW and TBIW programs and the last transition under the grant would take place in December 2017.

BMS Updates- Teresa McDonough provided the following updates.

As of today, there are ten (10) eligible applicants on the Managed Enrollment List (MEL).

- The Medicaid Personal Care Services will undergo program and policy changes which include independent assessments (completed by KEPRO) and standards of care that provide range of time that can be allowed for personal care services. Teresa stated that the revised policy manual is still under review at BMS. There will be a public comment period and the Council will be informed when that occurs.
- Teresa shared with the Council a brief overview of the CURES Act and the new Medicaid requirement for mandatory use of Electronic Visit Verification (EVV). The EVV will allow personal attendant/direct care staff to check in electronically through software devices and record the exact date and location of a visit. Teresa reported that BMS would likely require the EVV system to have GPS. Providers will be responsible to get their own system.
- Teresa discussed the upcoming role of the Council in the review of the existing policy manual and making recommendations to BMS for changes to improve the program.

PPL Updates- Randy Hill provided the following updates.

- As of April 2017, twenty-seven (27) program participants are self-directing their Waiver services.
- There were no simple, critical and/or abuse/neglect incidents reported in April 2017 by PPL.
- Randy informed the Council that PPL is working closely with the dual service recipients, both TBI Waiver and Personal Care Services to ensure that the billing is free of overlapping times.
- PPL is finalizing a side-by-side comparison of the roles/functions of Case Managers and Resource Consultants that resulted from the Quarterly Provider Meeting (QPM) held in January.

KEPRO Updates- Barb Recknagel provided an update on the UMC functions since the last council meeting. Updates include:

- The third quarter report on Service Plan and Participant Safeguards Performance Measures from the Discovery and Remediation Report.
- The third quarter summary of the impact of the medical eligibility expanded criteria for initial and annual determinations.

- Summary of the Monthly Activity Report.

The Council members did not have any questions regarding the reports. Barb informed the Council that the quarterly provider meeting was held on April 20th. Providers received training on Person-Centered Planning Concepts and Approaches from CED-Positive Behavior Support Project.

Action Items	Person Responsible	Deadline
No Action items identified.		

Agenda Item	Lunch/Public Comment		
Discussion and Conclusions:			
<ul style="list-style-type: none"> • No public comments made. • Angela Morales and Brandi Robinson, Program Manager, both with the TBI Services with CED, updated the Council on the recent conference and CED commitment to expand TBI community support groups throughout West Virginia. CED is currently focusing on the development of support groups in the Charleston, Parkersburg, and Martinsburg areas. • Regina Desmond, from Disability Rights of WV, shared with the Council her agency's FY 2018 priorities and objectives. Regina encouraged the Council to provide comments via the information provided in the attached handout. 			

Agenda Item	Presentation—An overview of the Participant Experience Survey (2016) Q & A	Presenter	Delena Arthur
Discussion and Conclusions:			
<p>Delena Arthur, KEPRO Staff, presented the results of the Participant Experience Survey-BI (PES-BI) administered by KEPRO Staff to enrolled program participants.</p> <ul style="list-style-type: none"> • The PES-BI is used to assess one's experiences in six (6) domains: Program Supports, Choice and Control, Respect/Dignity, Community Activities, Community Integration/Inclusion, and Access to Care. • KEPRO shared the findings from the survey, comparison of survey responses from 2015 and 2016, and a comparison of traditional and self-direction responses. Time was allowed for the Council to ask questions regarding the overview. <p>The Council agreed to review the findings and identify quality goals and objectives for the Council 2017-2018 Work plan.</p>			
Action Items	Person Responsible	Deadline	
1. Review program data and information from the PES-BI	1. Council Members	1. Next Meeting August 10, 2017	

2. Formulate areas for program improvement	2. Council Members	2. Next Meeting August 10, 2017
3. Develop 2017/2018 Work Plan	3. Council Members	3. Next Meeting August 10, 2017

Agenda Item	Confirm next meeting date and location	Presenter	Barb Recknagel
Discussion and Conclusions:			
The next council meeting is scheduled for August 10, 2017 from 10:00am-2:30pm. The meeting will be held in the 10th Floor Conference Room at the WVU Extension Office located at 4700 MacCorkle Ave, SE, Charleston, WV 25304.			
Action Items	Person Responsible	Deadline	
No action items identified			
Minutes submitted by	Barb Recknagel, KEPRO	5/31/2017	