

West Virginia TBI Quality Improvement Advisory Council Council Meeting	August 17, 2023 TIME: 9:30AM-12:15PM
Members Present:	
Tania Hardy (proxy for Regina Desmond) Angela Morales, Regina Westfall, Kimberly Auton, Rodney Smith , Carolyn Lecco, Delena Arthur	
Members Not Present:	
Leslie Slack, Lindsey Secrist, Nichole Wills, Brad Anderson	
Others Present:	
Carissa Davis, Teresa McDonough, Lisa Brooks, Amanda Filippelli.	
Meeting Minutes from the 05/11/2023 QIA Council meeting were approved.	
Motion to approve: Carolyn Lecco	
Motion to Second: Rodney Smith	
Motion Carried	

MINUTES

Agenda Item	Welcome/ Introductions/Old Business	Presenter	(Name of Presenter)
Discussion and Conclusions:			
<u>Discussion/Follow-up:</u>			
<u>Old Business:</u> There was no old business to be discussed.			
<u>New Business:</u>			
1. <u>Incident Review and Tracking Trends- part of this Council Quality Management Plan</u> – Council Member Brad Anderson asked Kepro/BMS if it would be possible to receive more details about the reported incidents for tracking and trending purposes. The remaining Council members agreed that this would be a good addition to the Council QMP.			
2. <u>Meeting Format-structure/times/ opportunity for Networking</u> – It was suggested that the opportunity for stakeholders to meet one week prior to the Council Meeting to review the agenda, reports and discussed the minutes form the prior meeting would be beneficial. Barb agreed to set up the meeting for those interested in participating.			

Action Items	Person Responsible	Deadline
# 1- present Quality Incidents to Council	UMC-Barb	2 weeks prior to next Council Meeting
# 2-Schedule and invite	UMC-Barb	1 week prior to Council Meeting

stakeholders to pre-Council meeting		
-------------------------------------	--	--

Agenda Item	Program Updates	Presenters	Teresa McDonough, BMS Sara Martian, TMH Marcus Canady, MFP Katharine Randall, PPL Lisa Brooks, PPL Barb Recknagel, Kepro
-------------	-----------------	------------	---

Discussion and Conclusions:

Discussion/Follow-up:
BMS Updates: Teresa provided an update to the Council Members on the following changes that will or have affected the TBIW Program. The TBIW program had ninety-two (92) active members at the end of June 2023. Forty-five (45) of those members have selected self-direction as their Service Delivery Model (SDM).
State Fiscal Year (FY) 2024:
 July 1, 2023 started the new SFY with an approved number of funded slots at ninety-six (96). All slots were allocated for SFY 23. There were four (4) slots rolled over and were assigned to TMH. At the start of the SFY 24, two (2) eligible applicants were on the Management Enrollment List (MEL).
Policy Manual:
 BMS Policy Manual Chapter 512 went into effective August 1, 2023. Provider training occurred on July 13th and program forms were updated and placed on the BMS website. Environmental Accessibility Adaptions (EAA) was added as a new covered service. Policy now allows for Certificated Nursing Assistant (CNA) training/certification to be accepted for certain initial and annual training requirements for Personal Attendant.
Reopening TBIW Application-Addition:
 BMS has reopened the TBIW Application to add the following:
 1. New Covered Service-Pest Eradication \$1700.00 per member’s service year
 2. To allow for LPN training and certification to be accepted for certain initial and annual training requirements for Personal Attendant.
 3. Request six (6) additional slots
 BMS leadership and finances are reviewing the proposed amendments. All changes will be posted for a thirty (30) day comment period.
Incident Management System (IMS):
 The new IMS went live on August 1, 2023. BMS has hired staff dedicated to overseeing special projects including the new IMS. April Goebel, staff with BMS started a few weeks before the launch of the system.
BMS-Contracts:
 Kepro received the contract from the state for the ongoing management and oversight of waiver and Medicaid programs. The Self Direction RFP has closed, and the state will

be reviewing the submitted bids.

September 14, 2023- HCBS Joint Provider Training:

BMS reported on the status of the upcoming HCBS training for the IDD, TBI, AD Waiver programs and Personal Care providers. Speakers have been identified and planning continues for this statewide event.

PPL Updates:

Lisa Brooks provided an update to the Council Members on the self-direction service delivery model. There are forty-seven (47) active program members, self-directing his/her Personal Attendant Services as of August 1st. New training requirements as outlined in the August 1st policy manual are being added to the self-direction training documentation.

Money Follows the Person (Take Me Home WV) updates:

Amanda Filippelli, new to the TMH/MRP program introduced herself to the Council. She is the new TMH Data & Quality Analyst. No additional updates provided during today’s meeting.

UMC updates:

Barb presented the fourth quarter (April-June 2023) Quality Management Data Summary to the Council.

The following Service Planning Performance Measures fell below the quality threshold for the 4th Quarter (End of Quarter Compliance Total) : **D-1** Percent of files of people receiving services whose service plan reflected assessed needs, achievement was at 72%.

No Participant Safeguard Performance Measure fell below the quality threshold for the 4th Quarter.

Barb reviewed the Critical incidents reported in the WV IMS for the review period with the added data requested from the Council. Nine (9) critical incidents were reported in the WV IMS. Of the nine incidents two (2) members had more than one (1) incident reported in the same month. The data showed that six (6) of the reported critical incidents had formal staff delivering services during the month the incident occurred

Action Items	Person Responsible	Deadline
Complete quarter data reports for Council	Barb Recknagel	ongoing
Provide Incident details	Barb Recknagel	Next Council meeting and ongoing

Agenda Item	QMP -Discussion	Presenter	Barb Recknagel
-------------	-----------------	-----------	----------------

Discussion and Conclusions:

Discussion/Follow-up:

The Council agreed to add Incident Reviews to the Council QMP for tracking and trending. This review may lead to recommendations by the Council for provider training. The UMC will develop a report that includes a summary of the incident events for

Council review.		
Action Items	Person Responsible	Deadline
Provide Incident details	Barb Recknagel	Next Council meeting and ongoing.

Agenda Item	Working Lunch Public Comment Stakeholders Reports	Presenters	Cariss Davis, Olmstead Angela Morales, WVU CED TBI Services Tania Hardy, Disability Rights of WV
-------------	---	------------	--

Discussion and Conclusions:

Discussion/Follow-up:

WVU CED-TBI Services:

Angie Morales provided an update to the Council regarding WVU-CED TBI Services program, State and Federal services for the SFY 23.

State:

One hundred and twenty-three (123) Funds for You! Applications received.
Two hundred and fifty-six (256) clients (linked to a TBI service resource) were served the previous SFY. In the fourth quarter 188 applications were received.
One hundred and seventy-three (173) self-advocacy brochures were sent.
Angie reported that the TBI Advisory Board is developing a new needs assessment that will be sent out in the Fall for public input.

TBI Support groups continue to meet in various locations around the state. Additionally, there is a caregiver support group and a mindfulness group for TBI survivors.

Federal:

Outreach efforts continue with the four targeted populations. Staff have created a TBI screening tool. Recovery Point programs screened two hundred and ninety-six (296) program participants and one hundred and eighty-seven (187) were screened in as sustaining a TBI.

In addition, the Public Defender office in Morgantown, WV has been using the TBI screen for defendants, agreeing to the screening.

Disability Rights of West Virginia

Tania Hardy provided an update to the Council. No self-advocacy brochures were mailed or given out. There are currently nine (9) Service requests under the TBI Advocacy program, of those nine, two (2) are active members of the TBIW program, however the service request for advocacy is not about their TBIW services.

Olmstead:

Carissa Davis provided an update to the Council. There is still funding left that must be

spent by September 30th . The application for the Olmstead funding will now include a space for the applicant to indicate if he/she is currently on a waiver program, and if yes which one. Openings remain on the Olmstead Council for a Home Health and a TBI Waiver Provider.

The Olmstead plan will be reviewed with the assistance of a planning facilitator and public forums scheduled in the spring of 2024 is being planned, Lunch provided by Kepro.

Public Comment Period: There was no public comment offered during the allotted time.

Action Items	Person Responsible	Deadline
None		

Agenda Item	Wrap Up/ Confirm next meeting date	Presenter	All
Discussion and Conclusions:			
<p>Next Meeting-November 16, 2023 Time; 10:00AM-1:00 PM Location: Remote options only</p> <p>Motion to Adjourn: Rodney Smith Time Meeting Ended: 12:15 PM</p>			
Action Items	Person Responsible	Deadline	
Prepare and send reports to Council Member and Stakeholders	Barb Recknagel	Ongoing	

Minutes taken by: Barbara Recknagel, MSW, LGSW, CBIS, Manager-Kepro