

West Virginia Traumatic Brain Injury Waiver (TBIW) Quality Improvement Advisory (QIA) Council Meeting Minutes	DATE: February 20, 2024 TIME: 9:00AM -11:00AM
Members Present:	
Angela Morales – West Virginia Center for Excellence in Disabilities (WVCED) Carolyn and Willy Lecco – Consumer Representatives Delena Arthur – Community Stakeholder Kimberly Auton and Regina Westfall – ResCare Homecare Taniua Hardy – Disabilities Rights of WV	
Members Not Present:	
Rodney Smith (Chair), Leslie Slack, Nikki Wills	
Others Present:	
Teresa McDonough and Shari Heinaman Bureau for Medical Services (BMS) Amanda Filippelli, Sara Martin, and Jennifer Ferrell - Money Follows the Person/Take Me Home WV (MFP/TMH) April Goebel – PALCO Carissa Davis - Olmstead Nikki Tennis - Acentra Health	
MINUTES	
<u>Welcome and Introduction</u>	
<ul style="list-style-type: none"> November 21, 2024, Meeting Minutes were presented and approved. <ul style="list-style-type: none"> Motion to approve: Delena Arthur Motion to Second: Carolyn Lecco Motion Carried 	
<u>Old Business:</u>	
There was no old business.	
<u>New Business:</u>	
<ul style="list-style-type: none"> New TBIW QIA Council Member applicant, William G. Jones, of Alderson, W.V., applied to become a council member as a current/former program participant. Teresa McDonough shared his letter of interest and noted that the council would benefit by including another TBI survivor. Delena Arthur said Mr. Jones presented at the last TBI conference and has a lot of initiative, including starting a local TBI support group: <ul style="list-style-type: none"> Motion to approve: Kimberly Auton Motion to Second: Carolyn Lecco Motion Carried Teresa shared the draft annual report and asked for feedback: <ul style="list-style-type: none"> Motion to approve: Carolyn Lecco Motion to Second: Regina Westfall Motion Carried 	

BMS Updates:

Teresa McDonough presented the following BMS updates:

- The total number of TBIW slots approved by the Centers for Medicare and Medicaid Services (CMS) is 102, with 92 members currently enrolled and 98 served to date. MFP/TMH gave one of its four reserved slots back to prevent waits for pending applicants. Another change that will expedite application processing is that the Department of Human Services (DoHS) Long-Term Care Unit, which was struggling to meet the demand for financial eligibility determination, has been disbanded, with DoHS offices resuming this function.
- Revisions to *Chapter 512, Traumatic Brain Injury Waiver* Policy Manual have been completed, reviewed with BMS leadership, and posted to the BMS website for public comment. The updated manual was to take effect on February 1, 2025, but the administration has put it on hold until further notice. The utilization management contractor (UMC), Acentra Health, will inform the council members, providers, and stakeholders when the manual becomes effective.
- Since Randy Hill's departure in December, Cynthia Parsons, is serving as the interim BMS Home and Community-Based Services (HCBS) director, in addition to directing the Behavioral Health and Long-Term Care Unit. The West Virginia DoHS has appointed Alex Mayer as the new Cabinet Secretary
- The HCBS office has been working on its five-year application for the TBIW, Aged and Disabled Waiver (ADW), and Intellectual/Developmental Disabilities Waiver (IDDW). Through the MFP/TMH contract, BerryDunn assisted the BMS with reviewing national performance measures and elective sub-assurances for the application's addendum and HCBS Quality Management Plan. Overall, the proposed application has minimal changes from the current program (e.g., it includes rate increases that were effective in October 2024). The TBIW application and renewal changes summary are viewable [here](#) for public comment until March 17, at 5 p.m. Comments may be sent by email to TBIWcomment@wv.gov or by mail to WV Bureau for Medical Services, 350 Capitol Street, Room 251, Charleston, WV 25301.

Money Follows the Person/Take Me Home WV (MFP/TMH) Update:

Sara Martin, Jennifer Ferrell, and Amanda Filippelli presented the following update:

- One TBIW transition plan is approved, and another is in the pipeline. For ADW, there are 17 approved and 84 in the pipeline. MFP/TMH has not accessed its four reserved TBIW slots.

PALCO Update:

April Goebel presented the following update:

- The December activity report showed 43 active members, with two more enrolled in January/February. Teresa noted that about half of the TBIW members self-direct their care with Personal Options.

UMC/Acentra Health Update:

Teresa McDonough (Barbara Recknagel was unavailable due to a travel delay) provided the following updates:

- The Quarter 2 2025 Quality Management Report (October 1, 2024, to December 31, 2024) was presented. Most performance measures had 100% compliance, except the percentage of reported critical and abuse, neglect, and exploitation incidents resolved within 14 days (60%) and the percentage of reported critical and abuse, neglect, and exploitation incidents followed up on by providers within established timelines (83%). Related to these measures, Teresa talked about the new Incident Management System ([IMS](#)) in Atrezzo Next Generation (ANG) and how it aims to ensure the health and welfare of members by preventing incidents programmatically when possible.
- QIA member Carolyn Lecco shared the challenges she has endured with extreme weather in southern West Virginia and how she has “backup plans to backup plans” as the “resourceful one” in her family. Teresa suggested Carolyn may be a presenter on disaster planning.
- As a reminder, Acentra Health will offer a Person-Centered Trauma-Informed Care training on April 10, 2025, for the personal attendant staff, both traditional and personal options. The BMS has approved that successful attendance at the training may be used for the personal attendant annual two-hour training requirements.

Olmstead Update:

Carissa Davis presented the following update:

- Carissa stated that the Transition and Diversion Program has funding and is reviewing applications. She said the Olmstead Council has vacancies for TBIW providers and members. Regina Westfall expressed interest in applying to become a council member. More information about the Olmstead Transition and Diversion Program, Council, and more is available at <https://www.wvdhhr.org/oig/olmstead.html>

WVCED TBI Program Update:

Angela Morales presented the following update:

- Angela stated in the last quarter, the program received 28 new referrals (an increase), of whom 18 became clients, and made 112 linkages for clients. The program also shared 34 advocacy brochures. The program is actively recruiting a social worker to join the team. While there will be no TBI conference in March (Brain Injury Awareness Month), TBI will be a track of the Mountain State Conference on Disabilities (MSCD) taking place September 18-19, 2025, at the Waterfront Place Hotel and Morgantown Event Center in Morgantown, WV. A call for proposals for MSCD is open until April 1, 2025, at <https://cedwvu.org/mscd/call-for-proposals/>. There will also be two TBI-related virtual trainings on March 12 and 26, 2025, with continuing education credits available. She encouraged people with lived TBI experience, family members, and TBI professionals to complete the needs assessment survey at <https://tbi.cedwvu.org/tbi-needs-assessment/> and to apply to become a [TBI Advisory Board](#) member.

Disability Rights of WV Update:

- Taniua Hardy presented the following update:

Taniua stated that Disability Rights has only received about five service requests from individuals with TBI, and they were not related to TBIW services/program. She said 34 self-advocacy brochures had been disseminated from October to December 2024. Teresa requested a copy of the brochure.

Public Comment:

- There were no public comments.

Action Items	Person Responsible	Deadline
Contact William G. Jones to notify him that he has been approved as a QIA Council Member and provide orientation materials.	Barbara Recknagel	March 3, 2025
Send final QIA Annual Reports to Council Members and the BMS.	Barbara Recknagel	March 3, 2025
Share TBIW Policy Manual when effective	Barbara Recknagel	With five business days of effective date
Send TBI Application Renewal Changes Summary to Council	Teresa McDonough	March 3, 2025
Send Olmstead Council application information to Regina Westfall	Carissa Davis	March 3, 2025
Share registration information for WVU CED TBI-related virtual trainings on March 12 and 26, 2025	Angela Morales	March 3, 2025
Send Disability Rights self-advocacy brochure to Teresa McDonough	Taniua Hardy	March 3, 2025
Discuss possible backup to backup disaster plan training for providers and members	Teresa McDonough and Barbara Recknagel	Before the next council meeting on May 15, 2025

Council Meeting Dates and Time:

May 15, 2025 (**Virtual Only**)
August 21, 2025 (**Virtual Only**)
November 20, 2025 (**Virtual Only**)
Meeting Time: 9:00AM - Noon

Please send TBI QIA Council Evaluation to Barbara Recknagel by emailing: barbara.recknagel@acentra.com.

Minutes taken by Nikki Tennis, Acentra Health