

West Virginia Quality Improvement Advisory Council Meeting	July 20, 2011 10:00 am – 4:15 pm Country Inn & Suites Charleston, WV
Members Present:	
Jane Ketcham, Mike Grady, Liz Bragg, Laura Helems, Kathy Yarbrough, Amber Hinkle, Marilyn Nichols, Libby Collins, Clarice Hausch, Kevin Smith, Steve Wiseman	
Members Not Present:	
Others Present:	
Patricia Nisbet, Rose Lowther-Berman, Lori McGurty, Tina Maher, Nora Oscanyan, Tiffany Angel, Kevin Dingess, Beth Morrison, Pat Moss	
Meeting minutes from the 4/20/2011 QAI Council were approved as written.	

MINUTES

Minutes for previous meeting 04/20/2011 were approved as written.

Agenda Item	OHFLAC Update	Presenter	Rose Lowther-Berman
Discussion and Conclusions			
<p>Rose reviewed the OHFLAC report for January 2011 – March 2011. The report contained the following:</p> <p>1 and 2) Incidents: Substantiated Incidents submitted to OHFLAC (quarterly report with anything that is identifiable as MR/DD Waiver with subcategories broken out for Abuse/Neglect/ Exploitation). –AND- this same information for general behavioral health submissions.</p> <p>3) Provider Issues: Number of new MR/DD Waiver providers, number of providers who are having difficulty or are troubled concerning licensure, any regulatory or behavioral health changes.</p> <p>4) Surveys: Anecdotal information or patterns found during OHFLAC reviews/surveys.</p> <p>Rose discussed the following:</p> <ol style="list-style-type: none"> 1) License for Stevenson, LLC was revoked, effective 7/12/2011. 2) Milestones decided not to continue to pursue licensure, effective 7/1/11. 3) Pretera had multiple consumer protection issues during their last survey in June, 2011. There has not yet been a finalization on these issues. <p>Rose discussed the following patterns:</p> <ol style="list-style-type: none"> 1) A lack of staff continues to be a problem across the state. 2) Staff “stealing” (inappropriate recruitment of one provider agency from another) continues to be a problem across the state. 3) Choking events seem to have decreased during this summer. <p>Rose also announced that Jolynn Marra is the new OHFLAC Director.</p> <p>Because APS/CPS and OHFLAC have differing burdens of proof when substantiating</p>			

abuse/neglect, the group felt it might be helpful to have someone from APS/CPS present for council meetings. It was suggested, and a motion passed to invite Jane McCallister from the Bureau of Children and Families to attend council meetings.

A committee has been established to update the behavioral health regulations.

Action Items	Person Responsible	Deadline	
Continue to provide quarterly data relative to incidents, provider issues and surveys.	Rose Lowther-Berman	10/19/2011	
Invite Jane McCallister with BCF to attend council meetings.	Pat Nisbet	ASAP	
Provide update of progress on behavioral health regulation and committee findings.	Pat Nisbet	10/19/2011	
Agenda Item	Membership Committee and Procedures Manual	Presenter	Jane Ketcham, Liz Bragg

Discussion and Conclusions

Bylaws and Documents: Procedures Handbook was updated and submitted to all council members well in advance of this meeting. Upon review, the new Draft Procedures Handbook was not approved. The group discussed a different use of the “non-voting members.” That they could be utilized as a resource to new council members and could step in the event there are not enough members to vote or if a voting member becomes unable to fulfill the remainder of his/her term. It was also suggested to include in the Handbook that if one person becomes disruptive to the success of the Council, that person could be voted out by the Council. The group also decided that the council members may not be direct employees of the state. Indirect employees, such as the DD Council rep and WV Advocates rep would be allowed. The council decided that guests (public) cannot comment during meetings except during time allotted for public comment. Finally the group decided that the total number of years possible to serve on the council should be four. Three years as an active, voting council member, and then one additional year as a non-voting resource member. After the 4 years, a member must have at least one year of no direct involvement to be considered as a new member.

Membership and Election: The membership issues are still not resolved. The group is to have 15 members (5 of which must be program members or family members). Election of officers will be in October 2011. Recruitment of Council members to continue. It was discussed that new members should come to Council meetings a half an hour early in order to ask questions regarding the purpose of the Council.

The following applicants to the council were reviewed and approved: Jayne Lakes (member/family); Norma McKee (member/family); Christine Dickson (provider); Russell Sickels (stakeholder); Susan Striar May (stakeholder). Tina Maher (stakeholder) was reviewed but not considered because she is a direct employee of the state.

Kathy Yarbrough and Marilyn Nichols wish to continue on the Council as non-voting

members.

A motion was made and approved to appoint a committee to investigate funding for supports of council members. This committee will also determine what types of support (separate from funding) people need to participate in the council. Jane agreed to chair this committee.

Action Items	Person Responsible	Deadline
Update Procedures Handbook. Upon emailing to all council members, members will have 10 business days to respond with comments/requests for revision. If no response is received, it will be considered approved and final.	Lori McGurty	ASAP
Notify newly-appointed council members of their appointment to the council.	Lori McGurty	Done 8/5/2011
Define supports needed for council members. Make recommendation to BMS with identified supports and possible funding and other requirements.	Clarify person responsible to chair at 10/19/2011 meeting	10/19/2011

Agenda Item	Public Comment	Presenter	N/A
Discussion and Conclusions			
No persons attended and voiced public comment. Kevin used this time to notify council members of the upcoming People First Conference to be held September 7, 8, and 9 2011. Kevin also discussed the People First position statement on the "R Word" and provided a copy of the People First Newsletter for council members.			
Action Items	Person Responsible	Deadline	
None	N/A	N/A	

Agenda Item	New Business	Presenter	All
Discussion and Conclusions			
1. Council expressed dissatisfaction with the timelines of the hearing process for members.			
2. Clarice discussed that she received a call from the Department of Justice, which was to ensure that all programs which receive federal funding must provide training to members on their right to vote and must also provide assistance with registering to vote.			
3. Pat Nisbet presented an overview of comments on the Draft Manual. She stated that due to the volume of comments received and the amount of time needed to review the comments, the Manual would most likely not be ready by August 1, 2011. She did state			

that it would most likely be ready before the middle of August.

4. Pat Nisbet reviewed the transition plan for the new Waiver. Molina will be doing rate adjustments behind the scenes and IDTs will not have to meet just for the change in rates.

5. Pat Nisbet announced that the rate for transportation has gone up to 47 cents per mile.

Action Items	Person Responsible	Deadline
Prepare a formal letter from the QIA Council to BMS to discuss the undue delay in getting a date for Hearings in order to see what has been done to remedy the situation.	Jane Ketcham and Libby Collins	10/19/2011
Educate stakeholders about the new I/DD policy manual (when approved) and the transition plan to take place 10/1/2011.	BMS/APS	Trainings to occur 8/16-9/27/2011

Agenda Item	Presenter
Review Data for Development of the I/DD Waiver QIA Council Annual Plan	Jane Ketcham, Lori McGurty

Discussion and Conclusions

The FY2011 Discovery and Remediation Report was forwarded to council members prior to the meeting. Members were not really in a position to begin development of an Annual Plan.

Action Items	Responsible Person	Deadline
Meet to develop preliminary, draft Annual QIA Council Plan for comment by the council.	Jane and Lori	10/19/2011

Agenda Item	Presenter
Wrap-up and Confirm Upcoming Meetings	Jane Ketcham

Discussion and Conclusions

Meetings will continue to be the 3rd Wednesday from 10:00 am until 4:00 pm of the applicable month:

- ~~January 19, 2011~~
- ~~April 20, 2011~~
- ~~July 20, 2011~~
- October 19, 2011

Action Items	Person Responsible	Deadline
Schedule Schoenbaum for next meeting 10/19/2011	APS	ASAP

Meeting minutes submitted by:	Nora Oscanyan/Lori McGurty	Date:	08/10/2011
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