

<b>West Virginia I/DD Waiver Quality Improvement Advisory Council Meeting</b>	April 15, 2020 10:00am Webinar/Conference Call		
<b>Voting Members Present:</b>			
<input checked="" type="checkbox"/> Richard Covert (chair)	<input checked="" type="checkbox"/> Jason Jones (vice chair)	<input type="checkbox"/> Karen Kalar (member/family)	<input checked="" type="checkbox"/> Zane Hutchison (member/family)
<input checked="" type="checkbox"/> Dorothy Frazier (member/family)	<input type="checkbox"/> Jeffrey Shrewsbury (provider rep)	<input checked="" type="checkbox"/> Ashley Skeens (provider rep)	<input checked="" type="checkbox"/> Christine Dickson (provider rep)
<input type="checkbox"/> Kristy Ellison (provider rep)	<input checked="" type="checkbox"/> Mary Lea Wilson (general stakeholder)	<input type="checkbox"/> Stephanie Caldwell (general stakeholder)	<input checked="" type="checkbox"/> Laura White (general stakeholder)
<input checked="" type="checkbox"/> Michele Mount (CED SFCP)	<input checked="" type="checkbox"/> Tania Hardy (DRWV)	<input checked="" type="checkbox"/> Linda Higgs (DDC)	
<b>Ancillary Members Present:</b>			
<input checked="" type="checkbox"/> Jon Sassi	<input type="checkbox"/> Hollea Pugh	<input checked="" type="checkbox"/> Amber Hinkle	
<b>Others Representatives Present:</b>			
<input checked="" type="checkbox"/> April Goebel (KEPRO)	<input checked="" type="checkbox"/> Stacy Broce (BMS)	<input checked="" type="checkbox"/> Carissa Davis (Olmstead Coordinator)	
<input checked="" type="checkbox"/> Kara Young (KEPRO)	<input checked="" type="checkbox"/> Stephen Brady (BBHFF)	<input checked="" type="checkbox"/> Josh Ruppert (KEPRO)	
<input checked="" type="checkbox"/> Nora Dillard (BMS)	<input checked="" type="checkbox"/> Helen Cook (PPL)		
<b>Public Present:</b>			
Kris Dingess, Marilyn Nichols			

**MINUTES**

<b>Agenda Item</b>	<b>Welcome Approval of January 2020 Minutes</b>	<b>Presenter</b>	<b>-Richard Covert, Chair</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>Call to order by Chair, Richard Covert</li> <li>Michele Mount moved to approve minutes from January meeting, Jon Sassi seconded. January 2020 minutes approved by majority</li> </ul>			
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
None			

<b>Agenda Item</b>	<b>Membership Status Update</b>	<b>Presenter</b>	<b>-Kara Young, KEPRO</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>There are currently no openings</li> <li>Ms. Young requested that the Council reach out to any applicants they know and encourage them to reapply. Some applications are older and reapplication will confirm continued interest</li> <li>Ms. Young also requested that the group review the Membership Handbook for any items that might require clarification. Suggestions should be emailed to her; she will then compile those for discussion at the July meeting.</li> <li>Sub-committee action items from the January meeting are tabled for the time-being</li> </ul>			
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
Forward suggestions for Membership Handbook updates	Council Members	Next Meeting	
Compile suggestions for discussion	Kara Young	Next Meeting	

Agenda Item	BMS General Updates	Presenter	-Nora Dillard, BMS
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Ms. Dillard expressed thanks to all Council members and the IDDW community for flexibility and everything being done to help during the CoVID-19 pandemic</li> <li>• BMS and KEPRO are conducting weekly conference calls with providers to address concerns related to the CoVID-19 pandemic, as well as multiple internal meetings</li> <li>• The public comment period for the renewal application concluded 4/4/20; however, the waiver will be extended for another year due to the current pandemic. BMS will maintain the comments for inclusion in the future renewal</li> <li>• Conflict-Free Case Management is a federal mandate and will therefore continue. It will be delayed, however. New members will be required to comply with the requirement but it is on hold for existing members for the time-being</li> <li>• The rollout of new slots continues. Some have been assessed and are receiving services. Others are scheduled to be assessed or will be scheduled soon</li> <li>• Financial Eligibility for existing Medicaid members has also been extended. Local DHHR offices are still processing applications for new Medicaid members</li> <li>• The requirement for individual National Provider Indicator (NPI) numbers will continue and the process is under development</li> <li>• The requirement for Electronic Visit Verification (EVV) will also continue. The RFP has been published and more information will be provided when the contract is awarded</li> <li>• Ms. Dillard advised that all IDD stakeholders should ensure response to the 2020 National Census</li> <li>• Presentation of Mortality Report <ul style="list-style-type: none"> <li>○ Twenty-one deaths occurred since the last meeting: <ul style="list-style-type: none"> <li>▪ Age 74, natural death in hospital</li> <li>▪ Age 27, pending autopsy</li> <li>▪ Age 58, natural death in hospital</li> <li>▪ Age 22, natural death at home</li> <li>▪ Age 39, unknown as death occurred out-of-state</li> <li>▪ Age 69, natural death at hospice</li> <li>▪ Age 57, natural death at hospice</li> <li>▪ Age 88, natural death at home with hospice</li> <li>▪ Age 45, natural death in hospital</li> <li>▪ Age 52, natural death at home</li> <li>▪ Age 70, natural death at home</li> <li>▪ Age 79, natural death in nursing home</li> <li>▪ Age 24, natural death at home</li> <li>▪ Age 85, natural death in hospital</li> <li>▪ Age 67, natural death at home with hospice</li> <li>▪ Age 58, natural death at hospice</li> <li>▪ Age 32, natural death in hospital</li> <li>▪ Age 23, natural death in hospital</li> <li>▪ Age 68, natural death at hospice</li> <li>▪ Age 54, natural death at home</li> <li>▪ Age 48, natural death at home with hospice</li> </ul> </li> </ul> </li> </ul>			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
None			

Agenda Item	CoVID-19 Updates	Presenter	Josh Ruppert, KEPRO
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Mr. Ruppert updated the group on BMS' actions to assist members and providers with the CoVID-19 pandemic: <ul style="list-style-type: none"> <li>○ Appendix K, a stand-alone document that states can use in an emergency situation for amendments to approved programs, was submitted to CMS by BMS. The measures proposed in Appendix K were approved from 3/12/20-6/30/20, and include the following: <ul style="list-style-type: none"> <li>▪ Members are allowed to exceed some service limits</li> <li>▪ BMS has relaxed some training and certification requirements, though many are being conducted via telephone or other remote means</li> <li>▪ BMS is exercising flexibility with provider reviews</li> <li>▪ Annual Functional Assessments are being conducted by telephone</li> <li>▪ IPPs are conducted remotely with ability to indicate verbal agreement rather than collect signatures of attendees</li> <li>▪ If members are hospitalized due to CoVID-19, families are allowed to bill to provide services in that setting</li> <li>▪ Day service facilities were ordered closed effective 3/23/20</li> <li>▪ BMS has enacted Retainer payments, which are a method for day-service facilities to bill a portion of authorized units for members who are not able to attend due to closure. This allows these facilities to prepare for member attendance when regular operations resume</li> <li>▪ Member eligibility will not be affected if direct care services are not provided</li> <li>▪ Rather than face-to-face home visits, except in emergency situations, Service Coordinators are making monthly phone contact with members</li> <li>▪ Professional services can be provided by telephone or other remote means</li> <li>▪ LPNs are allowed to bill for medication administration if an agency experiences a shortage of AMAP staff</li> </ul> </li> <li>○ Additionally, Commissioner Beane has sent two memos to provider agencies detailing protective measures that have been put into place to mitigate spread of CoVID-19</li> <li>○ As previously indicated, BMS and KEPRO are conducting weekly conference calls with providers to discuss issues related to CoVID-19. Each week a list of running questions and answers is provided, along with other materials and resources</li> <li>○ Providers are encouraged to reach out to BMS and/or KEPRO as needed with questions or need for assistance</li> <li>○ There have, thus far, been no reports of members infected with CoVID-19</li> <li>○ There have, thus far, been no reports of agencies having to consolidate homes/services in order to ensure members' needs are met, though BMS is prepared for this possibility</li> <li>○ Some members who live in ISS/GH, with support of loved ones, have elected to stay with family members during the crisis</li> </ul> </li> </ul>			

Agenda Item	Public Comment	Presenter	Public
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Kris Dingess, with PPL, attended the public comment session. She requested to know what was discussed during the morning and was informed of the information. Additionally, she requested to be added to the distribution list for the weekly calls</li> </ul>			

<b>Agenda Item</b>	<b>KEPRO General Updates, KEPRO</b>	<b>Presenter</b>	<b>-April Goebel, KEPRO</b>
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• Presentation of the Provider Review Report</li> <li>• Presentation of Incident Management Report</li> </ul>			
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
None			

<b>Agenda Item</b>	<b>Wrap-Up/Confirmation of Next Meeting</b>		
<b>Discussion and Conclusions:</b>			
<ul style="list-style-type: none"> <li>• The next meeting will be held July 15, 2020. Location TBD</li> </ul>			
<b>Minutes submitted by April Goebel</b>			