

<b>West Virginia TBI Quality Improvement Advisory Council Council Meeting Minutes</b>	<b>DATE: February 11, 2021 TIME: 9:00am-1:00pm</b>
<b>Members Present:</b>	
Heather Velez, Terry Edgar, Rodney Smith, Brad Anderson, Taniua Hardy	
<b>Members Not Present:</b>	
Nichole Wills, Carolyn Lecco, Mark Holmes	
<b>Others Present:</b>	
Teresa McDonough, Katharine Randall, Sara Martin, Marcus Canaday, Carissa Davis, Angela Morales	
<b>Meeting Minutes from the <u>11/20/2020</u> QIA Council meeting was approved.</b>	
<b>Motion to approve: Terry Edgar</b>	
<b>Motion to Second: Brad Anderson</b>	
<b>Motion Carried</b>	

## MINUTES

<b>Agenda Item</b>	<b>Vaccines-COVID 19</b>	<b>Presenter</b>	<b>Brad Anderson/Teresa McDonough/Council Members</b>
<b>Discussion and Conclusions:</b>			
<p><b>Discussion/Follow-up:</b> Council member Brad Anderson requested an opportunity to discuss barriers that people with TBI faces with the COVID 19 vaccination roll out plan. Barriers include transportation, completing the online registration process and general misunderstanding of the vaccination process. Teresa attends a COVID 19 Distribution Advisory Groups and shared with the Council actions steps taken by this group to address barriers for disability groups in general. A request is being submitted to the governor for the following: IDDW group home members be considered in Phase I and individuals on the three waiver programs and personal care services be part of Phase I Part C.</p> <p>For the TBIW program, BMS requested information for any member determined as homebound. This information will be shared with the community planners so arrangements can be made to vaccinate at the member’s home when due. BMS is also allowing the paid Personal Attendant Staff to help the member’s register online and to take the member to receive the vaccination.</p> <p>Angela reported that staff with WVU CED TBI Services are encouraging individuals to register and will assist with the online application process if asked to do so.</p> <p>Angela shared information from that the Brain Injury Association of America (BIAA) has scheduled a virtual Brain Injury Awareness Day Briefing March 3 from 2-4 p.m. (ET).The event is titled: “The Impact of COVID-19 on Persons with Brain Injury.</p>			
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	

Email information to Council Members March 3 <sup>rd</sup> event	Barb Recknagel Angela Morales	2/12/2021
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Agenda Item	Membership Vacancies	Presenter	Barb Recknagel
<b>Discussion and Conclusions:</b>			
<b>Discussion/Follow-up:</b> Council discussed the existing open voting positions on the Council and efforts made by Kepro to secure applications. Council members were asked to consider and contact individuals that could fill one of the positions on the Council: Stakeholder (2) and Parent of a minor child with TBI. A total of three positions remain open. Barb agreed to email the announcement and application to Council members.			

Action Items	Person Responsible	Deadline
Email Council Announcement and Application	Barb Recknagel	2/23/2021

Agenda Item	NCAPPS Learning Collaborative Aim #1 Recommendations – Person Centered Discovery (PCD) Tools	Presenter	Barb Recknagel
<b>Discussion and Conclusions:</b>			
<b>Discussion/Follow-up:</b> Barb presented findings from the Aim # 1 work group to the Council. A copy and description of each PCD tools and summary of findings was sent to Council members prior to today’s meeting. The following recommendation was presented. <b>Council recommends to BMS that TBI Waiver Case Managers will make use of the following PCD tools; Morning Ritual and Good/Bad Day for initial and annual Service Planning meetings after completion of training by Kepro/BI LC Members /WVU CED.</b>			
<b>Motion to approve: Brad Anderson</b>			
<b>Motion to Second: Heather Velez</b>			
<b>Motion Carried</b>			
A rich discussion was held after the motion. Several Council members suggested expanding the use of the PCD tools outside of Service Planning. Terry (Provider) suggested that the completed tool could be part of the member specific training that Personal Attendant must complete. Angela with WVU CED asked if it could become part of the Home Visit contact. Expanding the utilization of the PCD tools will be shared with the Aim # 1 work group members.			

Action Items	Person Responsible	Deadline
Continue with WV Team BI LC Work Groups	Work Group Members	September 2021

Agenda Item	Program Updates	Presenter	
			Teresa McDonough—BMS Marcus Canaday Sara Martian—MFP/TMH Katharine Randall —PPL Barb Recknagel—Kepto

### 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.

1. Electronic Visit Verification (EVV):

- Implementation of EVV is on scheduled for March 1, 2021. TBI Waiver Providers and PPL are completing the necessary steps to obtain NPI#s for Personal Attendant Staff (not live-in) Starting March 1, 2021, Staff will have the ability to have the following data tracked: date of service and check in and check out time.

2. Program Policy Revisions:

- BMS review committee complete their review on 2/10/2021
- Teresa will be editing based on the committee’s feedback
- Training on Policy manual for provider and PPL is tentatively scheduled for March 23<sup>rd</sup>
- Policy revisions must go through a 30-day public comment period
- Council will be informed when the revised policy manual is posted for public comments.

3. Appendix K:

- CMS allows states to waive or extend certain requirements during a pandemic if the state completes the required document called Appendix K.
- BMS completed Appendix K which is in effective through March 31, 2021. Appendix K can be extended if the public health emergency is still in place after March 31, 2021.

4. Bi-weekly Provider Calls: BMS continues to hold biweekly calls with the ADW/PCS and TBIW providers. These calls have expanded outside of COVID 19 and are used to hold updates/discussions about policy and project implementations that directly impact providers of home and community-based services.

**PPL Updates:** Katharine Randall provided an update to the Council Members on the Self-direction service delivery model. There are forty (40) active TBI Waiver program members, self-directing his/her Personal Attendant Services. She reported that PPL is gearing up with the EVV training for staff that are non-live in and continues to work with

Gainwell in securing NPI# for those Personal Attendant Staff that will require one.

**Money Follows the Person (Take Me Home WV) updates:** Marcus Canaday provided an update to the Council Members on the MFP/TMH demonstration/sustainability projects. For Calendar year 2021, the program statistics are as follows: 15 referrals, six intakes and seven transitions have occurred. One TBI Waiver and TMH eligible applicant is waiting housing. Marcus provided an update on the MFP demonstration grant. MFP has been reauthorized by Congress, with full funding through 2023 and with spending authorization until 2027. The following changes were reviewed: # of days in a qualifying institution decrease from 90 to 60 days, Medicaid rehabilitation day's exclusion no longer applicable, and Waiver Community transition has removed IMD as a qualifying institution. Changes will be reflected in the waiver policy manuals slated to go into effective April 1st, 2021.

Marcus discussed the demonstration package that will be used to wrap around the community transition services under the waiver program. Any services that were previously part of that package will now be supported through the demonstration. Marcus also plans add back in the Assistive Technology (Assessment and Equipment), and Food supply (different than "Fill the Pantry-COVID -19").

CMS is also making available five million dollars for states involved in MFP. These funds must be designated for system improvement. Marcus plans to submit a request to CMS for this funding opportunity. One supplemental MFP Grant consideration is to support the efforts of the TBI Brain Injury Learning Collaborative.

Sara provided a brief update on the telehealth pilot project. Twenty-four (24) TMH/MFP members participated in the program. The enrollment period has been extended to April 2021. One TBI Waiver member enrolled and completed the six-month pilot.

**UMC Updates:** Barb Recknagel provided an update to the Council Members on issues managed by Kepro that will or have affected the TBIW Program.

1. COVID 19: Kepro continues to conduct and complete initial and annual medical determination assessments for the program. All assessments are being completely remotely via **telephone unless** a face-to-face interview is requested. Kepro continues to conduct and complete provider retrospective reviews, as desk audits. Kepro has maintained compliance with contract requirements and delivery of services for BMS during this pandemic.

2. Atrezzo Next Generation (ANG):

ANG is a web-based, secure, reliable, and HIPAA compliant population health care management system, proprietary to Kepro.

November 1, 2020 the system went live for Kepro internal users only and BMS. The Provider Portal is in development, with a projected go live date of May 3, 2021.

Provider Training is scheduled for April 15, 2021.

Agenda Item	Updates: WVU CED TBI Services Olmstead Disability Rights of WV	Presenter	Carissa Davis Angie Morales Tania Hardy
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**Discussion and Conclusions:**

**Discussion/Follow-up:**

**WVU CED TBI Services:** Angela provided an update to the Council Members on WVU CED TBI Services. Active clients served from 7/202-12/2020 is 197. Fifty-eight (58) *Funds for You* applications have been received during this same time period. Currently there is one open staff position at TBI Services, social worker for the Southwestern/eastern part of the state. CED staff are not conducting home visits this time. Angela reminded Council members of the upcoming conference scheduled for March 29<sup>th</sup> and 30<sup>th</sup>. In addition, every Friday, during the month of March, TBI Services is hosting noon time events. BMS has approved two of the Friday events for Personal Attendant Staff training hours.

**Disability Rights of West Virginia (DR WV):** Tania Hardy from DR WV, did not have any updated information to provide regarding the agency. She did have pose to the Council that distribution and ongoing printing for the self-advocacy brochure will need to be determined.

**Olmstead:** Carissa provided an update to the Council; there is now funding available for transitions. Carissa stated that there is an opening on the Council for a TBI Waiver provider. Carissa reported that a recent Council meeting, guest speakers informed the Olmstead group that individuals on waiver programs are being reinstitution to Nursing Homes from hospital stays. According to the speakers, many individuals are losing their waiver slot and services because of this. Olmstead will be following up on these allegations.

Agenda Item	Public Comment	
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**Discussion and Conclusions:**

**Public Comment:** 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
<b>Discussion and Conclusions:</b>			
Next meeting is May 13, 2021 from 9:00 am-1:00 pm. Meeting will be held remotely using Zoom.			
<b>Meeting adjourned at 12: 30 pm on a motion by Terry Edgar</b> <b>No second required</b>			
Action Items	Person Responsible	Deadline	
<b>Council Meeting Agenda and Program Reports due to Council Members</b>	Barb Recknagel	May 6, 2021	

Minutes taken by Barb Recknagel, Kepro