

West Virginia Developmental Disabilities Council
Quarterly Meeting
July 19, 2011

Minutes

Members Present: Sarah Brown, Bob Cain, Joyce Church, Richard Covert, Ron Dean, Sandy Haberbosch, Clarice Hausch, Amber Hinkle, Janice Holland, Ann Hubbs, Stephanie Jackson, Clint Martin, Jane McCallister, Julie McClanahan, Beth Morrison, Christina Mullins, Clark Queen, Jerry Ramsey, Karen Robinson, Karen Ruddle, LuAnn Summers, Stacey Thomas,

Members Absent: Jeannie Elkins, Ginny Gattlieb, Carlos Lucero, MD, Kelly Miller, Richard Perry, Pat Nisbet, John David Smith, JD, Tina Tanner.

Guests: Greg Bilonick, Jim Slinn, and Stefanie Caldwell.

Staff Present: Steve Wiseman, Jim Cremeans, Linda Higgs, Christy Black, and Tiffany Wiseman.

Welcome, Introductions, and Announcements

Stacey called the meeting to order and welcomed everyone. Everybody present introduced themselves. Stacey then announced our three guests, Greg Bilonick, Jim Slinn, and Stefanie Caldwell, who are awaiting appointment to the Council by the Governor.

Greg Bilonick is from Morgantown, WV. He owns a small business and has been doing People First training in his area. He is also a recent Partners in Policymaking graduate. Jim Slinn is from Roane County. He has four adopted children with developmental disabilities. He works to advocate on behalf of his kids and others with developmental disabilities. Jim would like to promote better parent-to-parent networking. Stefanie Caldwell is from Putnam County and has a 10 year old son with a developmental disability. She is also a recent Partners in Policymaking graduate.

Steve announced Melissa Sears, a recent Council Member nomination, has declined the invitation. Currently, she has many obligations and will not be able commit at this time.

Linda reminded the Council about the upcoming “Meaningful Day” workshop on August 10 & 11, 2011 at the Blessed John XXIII Pastoral Center. This workshop has never been presented in WV before. The intent is for attendees to come with a person in mind to develop a plan to ensure the person is involved in meaningful activities throughout the day. Currently, over 60 people have signed up to attend.

Stacey also shared with the Council that Ron’s birthday is coming up and wished him a happy birthday.

Mission Statement Reminder

Clark Queen read the mission statement.

Public Comments

None.

Approval of April 27, 2011 Meeting Minutes (Action needed)

Stacey asked the Member's to review the April 27, 2011 Council Meeting Minutes to determine if any corrections are needed. Clarice commented about the Stonewall Jackson Membership Feedback (high charge, charged for parking). She stated the costs and charges by Stonewall Jackson are typical if based on State-wide rates and charges. She also stated parking charges are quite common.

Jane moved to approve the Minutes without changes. Clark seconded. Motion carried.

New Business

Approval of Budget for FFY 2012 (Action needed)

Steve reviewed the draft FFY 2012 Budget (October 1, 2011 – September 30, 2012).

The Council is a little below expected expenses at this point in the year. Additionally the WVU grant on emergency responder training was terminated which resulted in added funds being available. The draft budget was based in part of the following assumptions and needs:

Personnel: The advocacy Specialist position will be filled, and there is a two percent salary increase for personnel.

Operating Expenses: Increase costs for phone, computer service, copier lease, and travel. Other items were at the same or of less cost than FY 2011.

Most current eligible grants will be renewed; and \$220,000 will be available for new grants and contracts.

Steve recommended the proposed budget of \$1,089,649 dollars be approved, which would leave a 20% cushion.

Ron moved to approve the budget as presented. Joyce seconded. Motion carried.

Stacey explained Members awaiting Governor approval must abstain from voting until new appointments are made.

Approval of Designated Stipends Funding for FFY 2012 (Action needed)

Stephanie Jackson reported on the workgroup meeting. Jeannie and Kelly participated, Stephanie chaired, and Linda staffed the meeting. The workgroup met on July 8 to review applications received. Two applications were determined to be inappropriate for designated stipends funds:

The WV PERC submitted an application they called a mini-grant application to fund Dr. Clonger to present the COACH training at the annual PERC Leadership Conference. This was not an application for stipends funds, and is being sent to the Council for its consideration.

WVPTI submitted an application for two regional trainings, one to be held in the Eastern Panhandle and one in southern WV. The designated stipends funds are meant to support state-wide conferences, not smaller trainings.

The Council had budgeted \$35,000 for designated stipends in Fiscal Year 2012.

Stephanie moved to approve funding as presented (see chart below) for a total of \$26,000. Ron seconded. Motion carried.

- \$9,000 for the People First Conference
- \$5,000 for the Autism Society of WV Conference
- \$6,000 for the Family Support Conference
- \$2,000 for the WV Association of Positive Behavior Support
- \$4,000 for the WV SenseAbilities Family Learning Day and Family Weekend.

Approval of Grants

Stacey reviewed the grant renewal process and thanked all who participated. Thirteen Council Members participated in the Grant Proposal Review Workgroup Meeting on July 14, 2011. The workgroup analyzed the renewal requests submitted by current grantees as well as requests for new grants.

Renewal Applications (Action needed)

Joyce reported the workgroup's recommendations concerning grant renewal requests. Six renewal applications were considered.

Grantee	Funding Year	Request	Amount
The Arc of WV, "People First of WV"	3	\$90,267	\$90,267*

*The workgroup was concerned that the grantee has proposed the addition of a youth conference but did not request funds for it. We decided to make it possible to increase the grant allotment by up to \$5,000 if the grantee submits a well-developed plan and it is approved by the Executive Committee.

Joyce moved that the Council fund the Arc of WV People First grant, for \$90,627 plus a \$5,000 increase if a Youth Conference Plan is approved by the Executive Committee. Karen Robinson seconded. Motion passed.

Grantee	Funding Year	Request	Amount
Child and Youth Advocacy Center (CYAC), "Restoring Safety in a Vulnerable Population"	3	\$58,612	\$58,612

Joyce moved that the Council fund the CYAC grant for \$58,612. Clarice seconded. Amber abstained. She is on the CYAC Board. Motioned passed.

Grantee	Funding Year	Request	Amount
Fair Shake Network (FSN), “State-wide Cross Disability Coalition”	14	\$20,000	\$20,000

Joyce moved that the Council fund the FSN grant for \$20,000. Ron seconded. Motion passed.

Grantee	Funding Year	Request	Amount
Vocational Services, Inc. (VSI), “Career Tech-Ed Pilot”	3	\$50,000	\$50,000

Joyce moved that the Council fund the VSI grant for \$50,000. Clark seconded. Motion passed.

Steve reported the Workgroup’s recommendation regarding the renewal of the Community Access, Inc. grant to provide support services to the carrying-out the DDC State Plan. It provides support for: Council communications; review of grant projects’ performance; policy and issue research; coordination of training events; securing speakers and consultants for training events; and functions of key Council workgroups and committees

Stephanie Jackson moved that the Council fund CAI for \$183,000. Joyce seconded. Motion passed.

Steve reported the Workgroup’s recommendation regarding the renewal of the Mountain State Center for Independent Living grant. It provides support for: public education and related events; DD Council Members’ expenses; and people with developmental disabilities and families to attend training events.

Clint moved that the Council fund MTSCIL for \$134,970. Clark seconded. Motion passed.

Approval of Grants – New Grant Applications (Action Needed)

Richard reported the workgroup’s recommendations concerning new grant requests. The Grant Review Committee looked at 12 new applications and decided to recommend funding for two of them.

Grantee	Request	Amount
Step by Step, Inc., “Stand Up to Bullying”	\$26,662	\$26,662

Richard moved that the Council fund Step by Step, Inc. for \$26,662. Ann seconded. Motion passed.

Grantee	Request	Amount
West Virginians for Affordable Health Care “People with DD and the Affordable Care Act”	\$28,858	\$28,858

Richard moved that the Council fund WV Affordable Health Care for \$28,858. Ron seconded. Motion passed.

Discussion of Proposed Ideas to Address Some Applications Not Funded

Clarice reported on three issues that arose when the workgroup reviewed the applications.

- 1) The cross disability advocacy requirement in the DD Act. The Workgroup members recommended the Council form a workgroup to study the Federal mandate and make recommendations on what direction to take for FFY 2013.
- 2) The relative lack of employment of people with developmental disabilities. The Workgroup was interested in the Council pursuing “Employment First,” or similar initiatives to addressing the problem. It recommended that a workgroup be formed on how best to address the issue – by coalition building or through grant projects.
- 3) Sexual abuse of people with developmental disabilities. The Workgroup was interested in the Council developing a workgroup that would include the current grantee to look at how to address the issue statewide. Make recommendations for future CFI language if a grant is required.

WV PERC Request for Funding for COACH Training (Action needed)

Steve reported that a Designated Stipend request was received for Statewide Parent Educator Resource Center (PERC) Conference, which will include training on Choosing Outcomes and Accommodations for Children (COACH). The COACH method is unique in that it focuses on the child and his/her family. Jim and Karen shared that the method starts with a family interview. Then, goals developed from the interview that relate back to the family and community are blended into the IEP. It focuses on the team and encourages the team to work together. It is being used in WV for students who have a combination of hearing and vision impairments. The method lends itself to all children with developmental disabilities and their families.

Ann stated that the attempt to teach her son, before using COACH, was not successful. The COACH method focused on learning styles and needs. What appeared obvious from this approach had not been thought of or utilized.

Karen Robinson stated this process should be mandatory, especially for those with multiple disabilities.

It is requested that the Council provide PERC \$5,000 to provide training about this approach at the PERC conference.

Ron made a motion to approve. Ann seconded. Motion carried. Karen Ruddle abstained as she works for the WV Department of Education.

PATHS, Inc. Request for Funds (Action needed)

Steve explained a proposal was received that intended to improve families' abilities to complete assistive technology funding applications. It also sought to provide families binders to keep their information organized. The Workgroup would like to see PATHS provide assistance to funders to improve construction of their applications. Clarice pointed out the agencies receiving federal funding have an obligation under the Americans with Disabilities Act (ADA) to develop accessible applications and provide assistance to complete applications. It is hoped that awareness could be improved through this activity.

It is requested that the Council provide PATHS \$3,210 to complete this activity with a negotiated Statement of Work. **LuAnn made a motion to approve. Ron seconded. Motion carried.**

Approval of State Plan FFY 2012 – FFY 2016 (Action needed)

Jim provided an explanation of the approval process and an update on the State Plan format changes. In April, the Council met at Stonewall Jackson to analyze data from activities conducted by the Council to develop its priorities for the State Plan: Formal/Informal Community Supports, Quality Assurance, Employment, Education, and Health. The Plan was then put out for Public Comment for 45 days. The Council also received recommendation from Information and Technical Assistance Center for Councils on DD (ITACC) to modify the format of the Plan. The new format uses "Global Goals" to cover areas of activity that encompass more than one area of emphasis. Jim also reviewed implementation activities and the timeline for those activities to be completed.

Clarice requested "families of people with developmental disabilities" be used to replace "sons and daughters." Steve suggested 5.1b timeline be changed to year 2 as the activity will not be attainable during the first year. Linda suggested "Employment First" be written in lowercase and to remove the underline. Karen suggested the term "significant" be removed in reference to disabilities as it has different meaning to everyone. All agreed. Clarice stated the objective 5.4b probably cannot be realized in one year (year 4). She suggested the number of students to become eligible to attend post-secondary training and education programs be lessened to 25. All agreed.

Janice motioned to approve the new WVDDC Five Year State Plan, 2012 – 2016, with the proposed changes. Joyce seconded. Motion carried.

Other Business

Members' Issues and Concerns

Joyce stated that she feels people look at the Individual Program Plan (IPP) as just paperwork and do not truly appreciate what its intent is. After having a recent conversation with an individual who worked in the field, she was discouraged to hear how she felt about her work experience. She also wanted to share how disheartening the APS Assessment process was. It was heavily focused on deficits, and we should be focusing on *abilities*.

Ann also shared a poor experience related to the APS Assessment. She was recently notified that her son's Title XIX I/DD Waiver Budget was decreased because he has natural supports (in a natural setting). She stated that families cannot keep their loved ones out of institutions if families continue to have this kind of treatment.

Jim Slinn stated supports should be given to the families, not agencies.

Clarice shared her experience in doing psychological evaluations after passage of the Benjamin H. Court Order. She reported that these programs are deficit based and reporting deficits is the only way to meet eligibility criteria. This makes the eligibility process very difficult for families. She also wanted to point out that many of the requirements of the program were put into place to ensure quality care is given by quality agencies.

I/DD Waiver Update/Manual Comments

Linda provided an update on the I/DD Waiver based on information provided by Pat Nisbet. Linda shared the following changes that have already been made based on public comments.

1. BSP, TC and RN IPP development was listed as units in the draft manual. It should have been 4 events per year and has been changed.
2. Person Centered Support (PCS) was described as eight hours for children eligible for school services through grade 12, and 12 hours for adults not eligible for public school services after graduation. It was described in combination with other direct care services. It should have read, "in combination with other direct care services, excluding respite." Respite was never meant to be included in this combination. Adults, living in natural family settings, not eligible for public school services after grade 12, can receive up to 12 hours of PCS plus an average of 4.73 hours/day of respite. Group home members can receive 24 hours of service because they do not have natural supports.
3. The definition of Agency Mileage Trip will be changed to include a mini-van that was originally designed to transport 8 people. Now, in order for a vehicle to qualify for the Agency Mileage Trip code, the vehicle must be able to transport more than 7 but less than 15 individuals.
4. Language will be inserted to further clarify when an agency employee must be re-fingerprinted, if they currently have a fingerprint on file.
5. The term, Mental Retardation (MR), has continued to be used in the new manual because MR has not yet been changed to Intellectual Disability (ID) in the Diagnostic and Statistical Manual (DSM) or by the Centers for Medicaid and Medicare Services (CMS).

Other updates will include:

1. Re-vamping the WV Incident Management System (IMS) whereby agencies report incidents.
2. Working on a crosswalk to the new service rates so that IPPs will not have to occur in October, but can occur when planned throughout the year. The proposed service rates are still posted on the BMS website.

Linda also shared a select number of comments from the 15 pages of comments submitted on behalf of the Council regarding the Draft I/DD Waiver (formerly known as the “MR/DD Waiver”).

Guardianship Update

Linda provided an update on the Guardianship law. The DHHR attorney advised the Council that they cannot develop the form for parents to complete to notify their local court. They said the Supreme Court must develop the form. The individual assigned to this activity reported families must request permission although the law states that they must only notify the court. The form has not yet been developed.

Partners in Policymaking Update

Tiffany provided an update for the PIP program. Thirty-two applications have been received and twenty-nine individuals are eligible to attend. She reported that she and Christy, who is also coordinating the program, have had the opportunity to meet and speak with several of the applicants, all of whom should make great participants. Changes have been made to improve the program, and she feels this year’s class will be excellent.

Presentation of Certificates to Departing Members

Steve and Stacey thanked and presented certificates to departing members for their hard work and dedication: Sandy Haberbosch and Clint Martin. Carlos Lucero, MD, John David Smith, JD were unable to attend. Their certificates will be mailed to them.

Recognition of the Past Chair and Past Vice-Chairs

Steve and Stacey thanked and presented a certificate to Clint Martin for his hard work and leadership as Council Vice-Chair, 2005-2009. Bob Cain received a certificate in recognition of his term as Vice-Chair. Jeannie Elkins was not able to attend the meeting. An expression of appreciation for her hard work and leadership as Council Chair, 2007-2011, will be presented to her at the October Meeting.

Adjournment: By acclamation.

Next Meeting: Tuesday, October 25, 2011, Comfort Suites, Mineral Wells, WV.