



Developmental Disabilities Advisory Council

Meeting Agenda and Minutes

Date	June 1, 2023
Time	10:00am – 12:00pm
Location	Herschler Building Capitol Extension Room 1, 122 West 25th Street, Cheyenne, Wyoming Call In Information: https://uwyo.zoom.us/j/94868995005 , (669) 900-6833, Meeting ID: 948-6899-5005
Purpose	To assist and advise the Division of Healthcare Financing (Division) in implementing a statewide service delivery system for persons who are identified as having developmental and intellectual disabilities, and acquired brain injuries (ABI).
Members	Rita Basom, Ginny Chidsey, Maria Clark , Lorie Conrad, Brenda Dick, Jeff Gardner, Kayla Green, Buck Gwyn , Arkansas Le Marr, Marcella Maher , Sandy Root-Elledge, Bob Sell
Division Staff	Matt Crandall, Elizabeth Forslund, Dillion Johnson, Samantha Mills, Shirley Pratt
Topics and Highlights	
1.	<p><u>Roll call and approval of minutes</u></p> <ul style="list-style-type: none"> • Jeff called the meeting to order at 10:01 am. • Bob moved to approve the minutes of March 2, 2023; Rita seconded. No discussion. Motion carried and minutes were approved.
2.	<p><u>Division update</u></p> <ul style="list-style-type: none"> • Temporary Priority Changes <ul style="list-style-type: none"> • Elizabeth explained the temporary priority changes and personnel updates for the Home and Community-Based Services (HCBS) Section. The state has a temporary hiring pause from May 1st until July 1st. Recruitment can be done for the vacancies, but no hiring for the vacant positions can take place until July 1st or after. We currently have a substantial number of vacancies, so HCBS is prioritizing the review of participant individualized plans of care, credentialing of providers and case managers, and reviewing of incidents and complaints. We are providing communication and updates via email and website, and have suspended support calls and trainings. The HCBS Section has decreased the number of quality improvement reviews from case managers. We have reallocated some caseloads because of the various vacancies. The HCBS Section is currently at 25% vacancies. • Personnel Updates <ul style="list-style-type: none"> ○ Shirley Pratt has moved from her previous role as Policy and Communications Unit Manager into the Provider Support Unit Manager role as of May 1, 2023. ○ Samantha Mills' last day with the Division will be June 13, 2023. Sam currently serves as the Benefits and Eligibility Unit Manager. ○ Jessica Abbott, who was Benefits and Eligibility Unit Assistant Manager has also taken a different job with the Division. ○ Alex Brooks has moved into the Communications Analyst role. ○ Erin Sparks has moved into the Lead Specialist role for the Benefits and Eligibility Unit. This role was formerly occupied by Nicole Gable. ○ As soon as the vacancies get filled, contact lists will be updated on our website. • Technical Supports Waiver Amendment for Waitlist Funding

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- A technical amendment to the Supports Waiver was submitted and approved by the Centers for Medicare and Medicaid Services (CMS). This amendment will allow the Division to begin funding people who have been on the waitlist for services, effective July 1, 2023. Approximately 48 letters a month will be sent between April and September to notify individuals and their case managers of the funding.
Member question: The Division was asked to clarify the total number of individuals who will receive funding.
Division response: *Approximately 280 individuals will receive funding, with 207 remaining on the list after funding is exhausted.*
Member concern: With all of these newly funded participants, there are not enough resources in providers or case managers.
Division response: *The majority of the 280 individuals are children, so the majority of the services will be less staff intensive. Also, the disbursement of the 280 individuals who receive funding is being spread out over several months so as not to overwhelm providers and case managers.*
- Comprehensive and Supports Waiver Amendments for Rate Increases
 - An increase to agency rates, as well as an overall 2% increase to all rates in order to restore past budget reductions was approved in the last legislative session. Comprehensive and Supports Waiver amendments were developed and published for a 30-day public comment period, which closed on May 31, 2023. By mid-June, these amendments will be submitted to CMS for review and approval. The anticipated effective date is October 1st.
 - Member comment: Rate increases are certainly welcomed after the reduction in rates during past legislative sessions. Appreciation is given to HCBS Section staff and legislators. While the rate increase will certainly help, provider recruitment and retention will still be an issue for some time in the future, especially as new individuals are brought onto the waivers from the waiting list.
- DD Partnership Team and Proposed Service Definitions
 - The 5-year renewal period for the Comprehensive and Supports Waivers is approaching. We have reinstated our Partnership Team to discuss proposed service definitions, and will continue to use this team as we discuss other topics that arise in the next year or two. Our first meeting is Thursday, June 8th. There was some fantastic interest in participation. We wanted to make sure that the group represented the various stakeholder groups and geographical areas, but still small enough to have meaningful discussions and come to some consensus.
 - Council members were asked to review the proposed service definitions and provide any recommendations or feedback on how to improve them.
- Online Medication Assistance Training
 - The last time the DDAC met, the Division was very excited about the launch of the on-line medication assistance training. The launch occurred on April 3, 2023, and unfortunately, was not successful due to compatibility issues with the learning management system. We rescinded that training and are working furiously to find a solution. The training has been developed and is ready to go, and we are working on a short-term solution as well as a longer-term solution. At this point the long-term solution may be implemented first. A stop gap option is to record the training and post to YouTube, but we would prefer not to. We are working under the COVID flexibilities



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	<p>until November 11, 2023, so the people who had a medication assistant certificate prior to COVID are still in effect. Trainers who have been able to train can continue to train. <u>Member comment:</u> The work and quick response with the team was appreciated to keep things on track. We appreciate the communication and the effort to make it work for the providers.</p>
3.	<p><u>Functional Assessment of Standardized Items (FASI) Project Overview</u></p> <ul style="list-style-type: none">• Over the last couple of years, the Division has been reviewing the level of care assessment used to determine institutional level of care. CMS requires that participants are reassessed annually to ensure they continue to meet institutional level of care. We currently use home grown assessments that have been approved by CMS, but they are not norm referenced or peer reviewed. We want to make sure that the assessments are accurate and capture relevant information to ensure appropriate level of care.• The Division has partnered with the Wyoming Institute for Disabilities (WIND) to conduct a pilot project to research the feasibility of using the FASI. It currently checks all the boxes on paper, and looks like it will work, but we want to be sure. CMS helped develop the FASI, so we anticipate it would be relatively easy to get their approval if we decide to move forward with using it in the future. We want to see how it works for our population and we want to be very methodical in doing that.• Starting this summer and moving through the next year, WIND is going to implement a pilot project starting with adults on the DD Waivers and the Community Choices Waiver. Individuals who participate in the pilot project will be compensated \$50 from WIND. This project will not impact current eligibility or services. <p><u>Member comment:</u> There was a webinar yesterday and thought it was really well done. I am looking forward to seeing the questions the FASI will be asking in comparison to the Inventory for Client and Agency Planning (ICAP) assessment. I love the project and how HCBS Section is implementing it. Good work to you and WIND.</p> <p><u>Division response:</u> <i>Thank you. Just to clarify, we won't be replacing the ICAP with the FASI right away. The FASI is an assessment to determine institutional level of care so, if implemented, it will replace the LT101 and LT104 assessments. We will still have the ICAP, which is used to help inform the calculations used for the individual budget amount (IBA). The Division is going to explore how we can replace the ICAP because right now the ICAP uses data from three different domains of the ICAP scores to translate into a level of service score. The level of service score then translates to a budget. In our final phase of the FASI project, we will see if we can do a similar algorithm based on the FASI assessment. We will get the FASI questions posted to the website.</i></p> <p><u>Division comment:</u> <i>The Division does not intend to use the FASI project as the tool for the IBA methodology review in the budget footnote. This FASI project was going on before the budget footnote and will continue after those time requirements. The FASI is only one piece of the budget calculation. Starting this fall, when we are able to shift away from the waitlist funding and provider rate increases, we will look at that IBA methodology study.</i></p> <p><u>Member comment:</u> The current ICAP assessment being used in the IBA methodology does not include scores for challenging behavior, physical aggression, self-harm, and some of the impacts of mental health on people that we are supporting. The FASI does not measure challenging behavior at all. It is important that the Division knows that those things are going to need to be measured really, really well if you have an assessment that has turned</p>



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	<p>into a level of service score. The FASI captures a lot of the physical needs that people might have, but it is important to be sure we are looking at how we are going to best assess behavioral challenges.</p> <ul style="list-style-type: none"> The FASI can be adapted to add other questions that are determined better for the overall assessment. Currently the FASI is not validated for children, so we will need to pull questions from other assessments to capture information about children as well as behavioral and maladaptive questions to make sure we are capturing all behaviors. We have several different questions and domains we are going to be adding to the policy as this project moves forward.
4.	<p><u>American Rescue Plan Act (ARPA)</u></p> <ul style="list-style-type: none"> The Division is getting very close to finalizing the case management certificate tier training. Our partners at WIND will have this completed and ready to go July 1, 2023. A flier that explains how to sign up for the training will be distributed at the Wyoming Governor's Council meeting. As mentioned in previous meetings, the training is focused on person centered planning, and how to involve teams when developing plans of care. It's a virtual class available on Canvas, the University of Wyoming's platform. It is self-guided, and case managers will be required to pass knowledge assessments at the end in order to receive a temporary rate increase funded through ARPA. More information will be sent to case managers on how to sign up for the training. <p><u>Technology Innovation Grants</u></p> <ul style="list-style-type: none"> The first of four grant cycles is in process. Applications have been reviewed and scored, and applicants have been notified if their project has been approved for funding. Funds have not yet been allocated, but should be out the door within the month. Just under a million dollars in funding has been awarded in this grant cycle. Nineteen applications were submitted; 4 were denied due to not meeting the grant criteria and 2 were not eligible projects. Projects such as smart kitchens, sign language access, and provider technology were considered. Council members who were part of the application panel stated that the time commitment for the application review was approximately eight hours stretched over a month. <p><u>National Core Indicators (NCI) Surveys -</u></p> <ul style="list-style-type: none"> Approximately 108 providers are eligible to receive a \$2,000 incentive payment for completing the NCI State of the Workforce Survey. The incentive payment is a new ARPA activity that was recently approved by CMS. The Division had a 39% completion rate and the survey closes June 30th.
5.	<p><u>Mental health and Vulnerable Adult Task Force</u></p> <p>The Wyoming Legislature has convened a Mental Health and Vulnerable Adult Task Force to discuss the diversion of people with mental health issues away from the court system. Council members were asked to visit the legislative website and attend their meetings if they have the time and interest. The first meeting was very informational, and discussion focused on the need for Wyoming to update and confirm where the state is with mental health.</p>
6.	<p><u>Council Member Updates</u></p> <ul style="list-style-type: none"> Aleyta Zimmerman is no longer with the Wyoming Governor's Council. Kayla Green recently took the position of Project Management Analyst. Jessica DeFord is the new WGCD Administrative Specialist and joined the Council Staff in May.



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	<ul style="list-style-type: none"> • The Wyoming Developmental Disabilities Conference will be held June 7-9, 2023. The Conference will be held at the Ramkota Hotel in Casper. • Bob Sell - Ark Regional Services is celebrating 60 years of service this year. They will hold an event on August 16th. They are looking forward to being around for another 60 years! • The Department of Education will hold their Week of Academic Vision for Excellence (WAVE) conference on August 1-3, 2023, at the UW Gateway Center in Laramie. The Western Regional Early Intervention Conference (WREIC) will be held June 10-12, in Cheyenne at Little America. <ul style="list-style-type: none"> ○ https://edu.wyoming.gov/educators/conferences/ ○ https://edu.wyoming.gov/educators/pd/ • The Division of Vocational Rehabilitation (DVR) is experiencing budget constraints until their new fiscal year budget begins on October 1st. Rates have not been cut, but they are being mindful of hours for services. • The University of Wyoming launched a new website on May 31, 2023. Council members were asked to let Sandy know if they experience issues or have concerns. • Council members indicated that 10:00 a.m. on the 1st Thursday of the last month of the calendar quarter continues to be a good time to meet.
7.	<p><u>Public Comment</u></p> <ul style="list-style-type: none"> • Cindy Bartz, the mother of a participant, thanked everyone for their time and support with the DD community. Her son graduated from high school and transitioned to Supports Waiver services, but his IBA only covers 15 hours of services, which is less than 40% of his day. Since there is not more coverage, her son was severely injured while she was trying to work from home and watch him at the same time. His current needs do not meet emergency criteria. The rules do not make sense and she wonders why her family is not able to get more support. • Heather Dodson stated that, with so many people receiving funding opportunities, that providers and case managers are going to be difficult to find. While there are staffing shortages in Wyoming, there are other options to consider, such as participant-directed services.
8.	<p><u>Meeting Adjournment</u></p> <p>Meeting was adjourned at 11:23 a.m. Next meeting is scheduled for September 7th at 10:00 a.m. An in person and Zoom option will be available.</p>
NEXT MEETING – September 7, 2023 - Zoom or In Person	