



# Developmental Disabilities Advisory Council

## Minutes

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| Date                              | June 4th, 2026                                                                                                                                                                                                                                                 |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Time                              | 10:00am – 12:00pm                                                                                                                                                                                                                                              |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Location                          | Herschler Building Capitol Extension, Room 1, located at 122 West 25th Street in Cheyenne, Wyoming<br><br>Call In Information: <a href="https://uwyo.zoom.us/j/94868995005">https://uwyo.zoom.us/j/94868995005</a> , (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                           | Jane Carlson,Tina Conley, Rachel Crawford, Penny Davis, Michelle Jarman, Sarah Leonard, Mandy Liley, Karl Linde, Chastity McDermott, Shawna Plouffe, Lucy Russell, Bob Sell, Bonnie Wilson                                                                     |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Division Staff                    | Jenifer Adams, Matt Crandall, Elizabeth Forslund, Dillion Johnson, Julie Lacey, Hannah Ostheimer                                                                                                                                                               |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| AGENDA ITEMS/KEY POINTS DISCUSSED |                                                                                                                                                                                                                                                                |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Topics                                                                                                                                                                                                                                                         | Time   | Highlights                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1.                                | Roll call and approval of minutes and Introductions – <i>Tina Conley</i>                                                                                                                                                                                       | 5 min  | <ul style="list-style-type: none"><li>Penny Davis motioned to accept the minutes from the March 5th meeting. Rachel Crawford seconded, and Tina Conley approved the minutes.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 2.                                | Division update – <i>Division</i>                                                                                                                                                                                                                              | 40 min | <ul style="list-style-type: none"><li>Federal Updates - (Provider Revalidation &amp; NPI): CMS issued letters requiring states to submit a high-risk provider revalidation plan to combat waste, fraud and abuse. High-risk revalidations will not impact DD waiver providers prematurely, but all providers and case management managers will be required to obtain a National Provider Identifier (NPI) for billing within the next 6 to 12 months. Obtaining an NPI is free and takes 1 to 2 weeks. The Division will work on submitting their plan to the Federal Government as required, and they will communicate that information once it is available. At this time CMS does not have a deadline for this requirement, they have only set a deadline for the State to submit their plan.</li><li>Wyoming Rural Health Transformation: CMS approved Wyoming’s plan under the Rural Health Transformation Fund. Funds must be obligated by October 2026 via RFPs/grants, primarily focusing on technology enhancement</li></ul> |

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|  |  |  | <p>and workforce development. The Rural Health Transformation Plan is posted on the Wyoming Department of Health website and is available for anyone to view at this time.</p> <ul style="list-style-type: none"> <li>• DD Waiver Amendment: The DD Waiver Amendment will restore the American Rescue Plan Act (ARPA) rate increases and provide targeted rate increases as well. Case management rates will be raised to the rate study benchmark. Community Living Services Level 5 will be raised to the benchmark and Community Living Services (CLS) Level 6 will be receiving a 5% increase. 50 individuals will be funded from the waitlist as well. The Division also clarified that the 15-minute case management unit usage is intended strictly for short term mid month transactions. Monthly visits will be required for case management services moving forward.</li> <li>• WYSERVES Update: The go-live date has been pushed back to the end of 2026/beginning of 2027. This is to ensure system quality and to fix bugs before the rollout. Mock training within the Division was recently completed. Updates on training and the new go live date will be provided in the coming months.</li> <li>• EVV Compliance Standard: Effective July 1, 2026, a 70% minimum compliance threshold for Electronic Visit Verification (EVV) will be enforced, stepping up by 5% every two months to 85% by January 1, 2027. The May average was 79% for compliance. Non-compliant providers will receive technical assistance followed by corrective action if needed.</li> <li>• Provider Incentive Pilot Project: The purpose of this project is to assist high-needs individuals who are transitioning out of the state hospital into their communities. Initial milestone payments are being issued, and applications remain open on a rolling basis.</li> <li>• Reciprocal CCW Services: Effective July 1, 2026, certified DD providers can offer four Community Choices Waiver (CCW) services - Adult Day, Companion, Homemaker and Respite- without separate CCW certification.</li> </ul> |
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|    |                                                           |        | <ul style="list-style-type: none"> <li>National Core Indicators (NCI): The State of the Workforce survey is open through June 30th (30% completion rate). In person participant surveys will begin July 1st via Vital Research. Council members are asked to encourage provider completion.</li> <li>Waitlist Update: The current waitlist is at 541 people with an average wait time of 23 months. 92 people have been waiting for over 18 months. Legislative funding will cover 50 individuals off of the waitlist this year and another 50 individuals starting in April of 2027. This year, 10 individuals were funded in April, 20 were funded in May and there will be 20 funded in June.</li> </ul>                                                                                                                                                  |
| 3. | By-Law Review Committee Presentation - <i>Tina Conley</i> | 10 min | <ul style="list-style-type: none"> <li>By-laws propose increasing the membership of the council from 13 to 14 members. The new member would be a Direct Support Professional. The individual should not work for an entity that is already on the council. Language updated stating one member of the council shall represent the Wyoming Community Service Providers Association. Lucy Russel motioned to accept. Michelle Jarman seconded. Changes accepted.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                    |
| 4. | Member updates – <i>Council Members</i>                   | 15 min | <ul style="list-style-type: none"> <li>Tina Conley - Staffing and recruitment remains the top challenge. There are raised concerns over administrative burdens with annual privacy letters and rights restriction doctor sign offs. The Division noted that rights restrictions will be the topic for the provider support call in August.</li> <li>Jane Carlson (DFS) - DFS was awarded state funding for Adult Protective Services (APS) needs, and this will come into effect on July 1, 2026.</li> <li>Rachel Crawford - Continuing work on the State Personnel Development Grant for student post-secondary career readiness outcomes.</li> <li>Penny Davis - The DD Conference is scheduled for October 14th through the 16th. Call for presenters is open through July 1st. Bright Star Award nominations are open through September 14th.</li> </ul> |

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|  |  |  | <ul style="list-style-type: none"> <li>• Sarah Leonard (DVR) - Launched a new mandatory virtual and in person orientation for individuals seeking DVR services.</li> <li>• Many Liley (Magic City) - Direct Support Professional (DSP) staffing shortages continue to be an issue. There is a Magic City golf tournament fundraiser that was announced for September of this year.</li> <li>• Karl Linde (P&amp;A) - There are some personnel updates: CFO Tammy Lance retired and has been replaced by Cameron Kolomar). Advocate Connie Peterson also retired. That position is posted on Indeed for those who are interested.</li> <li>• Chastity McDermott - Chastity has been following local elections and monitoring UW projects for financial assistance for underserved disability populations.</li> <li>• Shawna Plouffe - Shawna has been participating in legislative discussions regarding a state coalition for deaf and deafblind individuals.</li> <li>• Lucy Russell - Lucy expressed ongoing challenges with obtaining doctor sign offs for rights restrictions. She confirmed she is not retiring at this time.</li> <li>• Bob Sell (WCSP) - The Wyoming Community Service Providers (WCSP) Association is spearheading several key initiatives to support individuals with developmental disabilities and elevate the direct support workforce. Partnering with organizations like the Natrona Collective Health Trust, the Wyoming Governor's Council, Wyoming Independent Living, and Child Development Centers, WCSP is organizing a public gubernatorial forum to allow registered candidates to address critical disability issues. Additionally, WCSP will host its annual Direct Support Professional (DSP) Awards on September 16th to celebrate the statewide contributions of DSPs, alongside an ongoing advocacy project aimed at establishing a dedicated DSP advocacy group to give these professionals a platform to share their stories and advocate for their industry. WCSP also</li> </ul> |
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|                                                        |                |        | <p>plans to participate and deliver presentations at the upcoming Governor's Council Conference to further disseminate information.</p> <ul style="list-style-type: none"><li>• Bonnie Wilson - The Mayor's Council disability walk in Casper was a huge success. There are plans to expand next year's event by offering free vendor and provider tables. The Mayor's Council is also preparing a dedicated, accessible space with an ADA-compliant restroom for individuals with special needs during the Casper parade. The Arc of Natrona County will host cross-country fundraising cyclists from the Journey of Hope Friendship Tour on June 25th, providing a meal and a chance for the community and participants to connect with the riders.</li></ul> |
| 5.                                                     | Public Comment | 10 min | <ul style="list-style-type: none"><li>• No public comments were received</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| NEXT MEETING – September 3rd, 2026 - Zoom or In-Person |                |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |