

THE EXCELLENCE NETWORK

**OUR PURPOSE:
IGNITING AND FUELING A PASSION FOR LIVING
LIFE TO THE FULLEST THROUGH LEARNING,
INNOVATION AND COLLABORATION**



Meeting Minutes

6/21/19

Hosted by Community Living Experiences

• Old Business/Updates

- **Documenting progress on people's Outcomes-** quick review of info. from April mtg-
 - Outcome Progress form- original intent was for SCs to fill this out after requesting the info. from Providers. Some Providers have asked SCs to send the form to them to complete. Tell the SC if you'd prefer to give them the info. or fill out the form yourself. Either way is fine.
 - Increased scrutiny from DODD on how Providers and teams are tracking, documenting, and communicating people's progress.
 - Increased focus by County Board, especially around Vocational Habilitation services
 - SCs still reporting they don't receive any documentation from Providers. Please make sure you're updating teams on people's progress towards Outcomes. (DODD reviewers are asking for proof of how you've done this.) ISP indicates how often is required- is great to provide more frequently.
- **DSP Appreciation Event** – all agreed the goodie bags were top-notch! The event was great and much appreciated. Suggestions & discussion around: getting more DSPs (rather than middle managers) nominated, possibly doing a time more-easily attended by ADS staff, and assuring that award categories fit different types of DSPs equally well.
 - Maybe take treats and swag to ADS staff, since difficult for them to attend daytime event

• New Business

- **DSP Magnet Workshop!- Thurs, July 25, 9:30-5:00, Zanesville or Weds, July 17, 8:00-3:30, Ravenna**
- **Vocational Habilitation services-** everyone receiving Voc. Hab. should be on a path to competitive employment (even if that goal is a ways off). All Voc. Hab. recipients will have an Employment Supports Specialist joining their team to help with those conversations.
 - OOD checklist –passed around, is attached to mtg. minutes email
- **Excellence Network “re-branding” efforts** – Agency bio. info. to create brochure inserts handed out.
 - Agreement to complete them by the 1st week of July. (Digital forms sent, can also do hard copy- whichever is easier)
- **ISP Process changes-** as of July 1st, SCs will be following a new process.
 - Starting ISP process 120 days (4 months) ahead of ISP due date.
 - First step of process is to talk to person, family, Providers
 - Encourages signing the plan at the ISP meeting.

- Providers continue to have 7 business days to review the completed ISP and return the signature page.
- Will request signatures 1x only-
 - Assure that your internal processes can support that. Otherwise, you risk providing unauthorized services.
 - Much concern about this! Due to the staffing crises even upper management staff is providing direct care on a regular basis.
 - Would it be possible for there to be a 2nd request?
 - ISP **has to** have funding info. when requesting signatures; otherwise, Providers are unable to sign
- David will relay the group's feedback to SC Director.
- There is a planned review of the new process; will ask that Provider input be formally requested and included
- SC Director joining us in July for an in-depth look at the new ISP process

- **Miscellaneous**

- **Provider Relations positions at DODD**-Ann Weisant, Nick Miller, & Angel Morgan
 - Nick Miller joined us and explained their roles as of now; these are brand new positions and roles are not well defined yet, but so far-
 - Ann will be Provider's point of contact for questions; will help connect to resources
 - Nick will be addressing the workforce crises & front line supervisory skills
 - Angel will be working on new Provider on-boarding & credentials for DSPs
- **LCBDD Initial Provider trainings**- participation is down due to the workforce crisis; agencies doing in-house training because they can't spare staff. If we have at least 5 people, Teresa can do a "special order" class; just ask if you have a need. Also contact her if you have less than 5- she can see if anyone else has the rest to make 5.
- **Electronic Visit Verification**- the "go-live" date is August 5th! (List of covered codes attached to email.)
- **Request for updated SC listing, and updated caseload lists for people each agency is serving.**
 - Updated SC list attached to mtg. mins. email; SC/Agency lists to follow within 2 weeks
- **Metro process changes**- their processes are changing; more info. to come (Angie & Teresa meeting with them next week.)
- **Notifications of needed home repairs**- if the ISP says that staff will help people report home maintenance issues, be sure notifications are timely and documented. Otherwise there could be a question about who is liable for repairs.
- **Summer Dance!** - 6-8:30pm, July 27th \$6 American Legion Hall (85 S 6th St, Newark, OH 43055). Hosted by the Center for Disability Services.

- **Registered Behavior Technician certification**- 40 hour on-line course with a nationally-recognized certificate. LCB willing to provide a stipend for staff that obtains the certification. Let Angie know if you have someone who is interested. (Website link on mtg. mins. email.)
- **2nd Annual Color Run!** October 5th, 11:00-3:00, Geller Park in Heath. Hosted by the Gathering Place.

Next Mtg. 10:00, Friday, July 19th, 2019

**Location: Licking County Transit Board
745 East Main Street, Newark**