

West Virginia TBI Waiver Quality Improvement Advisory Council Meeting Minutes	DATE: May 12, 2016 TIME: 10:00 am - 2:30 pm Center for Excellence in Disabilities 4510 Pennsylvania Ave Charleston, WV 25302
Members Present:	
Latonia Morrison Co-Chair(phone), Tracy Wine, Don Ashworth, Angela Morales, Carolyn Lecco (phone), Regina Desmond	
Members Not Present:	
Mark Fordyce, Brad Anderson, Eric Tissenbaum, Shannon Hughart	
Others Present:	
Teresa McDonough - BMS, Brian Holstine-BMS, Sally Burchfiel-PPL, Katharine Randall-PPL , Vanessa VanGilder, Barb Recknagel - APS Healthcare	

MINUTES

Agenda Item	Welcome/ Introductions/Old Business /New Business	Presenter	Latonia Morrison
Discussion and Conclusions:			
<p>Roundtable introductions made by meeting attendees and housekeeping issues discussed.</p> <p>It was determined that a quorum was not present therefore old/new business would not be presented for approval.</p> <p><u>Old Business:</u></p> <p>The minutes from the <u>February 11, 2016</u> the members present reviewed TBI Waiver QIA Council meeting. Angela requested a correction on page 5 under Public Comment. Barb will make the change.</p> <p>The minutes from the <u>March 3, 2016</u> TBI Waiver QIA Council Phone Conference Call were reviewed.</p> <p><u>New Business:</u></p> <p>There was no new business discussed.</p>			
Action Items	Person Responsible	Deadline	
1. Provide copies of minutes from 2/11/2016 and 3/3/2016 at next meeting.	Barb	1. August 11, 2016	

Agenda Item	TBIW QIA Council Annual(2015) Report and QIA Work Plan 2016-2017	Presenters	Latonia Morrison Teresa McDonough Barb Recknagel
Discussion and Conclusions:			

The council members reviewed the TBI Waiver QIA Council Annual (2015) Report. Sally Burchfiel asked for clarification on page 3. A brief discussion was held. No action was taken on the report since a quorum was not present.

Teresa led a discussion regarding the development of the Council’s Quality Work Plan and the importance of this plan to the overall Quality Management System. The draft plan was reviewed with an emphasis placed on developing/refining the objectives for the stated goals. Barb reviewed with the Council the additional data from the PES-BI that was requested from last meeting. The additional information was provided as a handout. The Council reviewed the data-reporting format that is presented to the ADW QIA council. All agreed that the format was much easier to review than the Discovery and Remediation (D&R) Report. The Council members identified the following training topics to increase their knowledge of the TBI Waiver Program: Service Plan Development/Person Centered Planning (PCP) and exploring community resources/treatment needs for individuals with TBI and Substance Abuse/Mental Health issues. Possible trainers were identified and will be contact by BMS and/or the UMC.

Action Items	Person Responsible	Deadline
1. Provide copies of the Annual Report at next meeting	1. Barb Recknagel	1. August 11, 2016
2. Obtain trainer from CED for PCP and select training date	2. Barb Recknagel and Angela Morales	2. August 11, 2016
3. Obtain speaker from BBHFF (David Saunders) for Community Resources and select training date	3. Teresa McDonough and Barb Recknagel	3. August 11, 2016

Agenda Item	Financial Update	Presenter	Tony Atkins, BMS
Discussion and Conclusions:			
Teresa introduced Tony Atkins, Deputy Commissioner, Finance & Administration from BMS to the Council. Mr. Atkins provided a global perspective of Medicaid, Home and Community Based Services and TBI Waiver costs. Mr. Atkins noted that WV receives a federal match of 72% for all Medicaid; expect those services under expanded Medicaid. Mr. Atkins informed the Council that the state must demonstrate to CMS that any waiver program is cost neutral. Mr. Atkins further explained that not only acute care cost but also any other type of care that is billed to Medicaid is figured into the cost for a waiver program. Please see the attached PPT that Deputy Atkins presented for additional information.			

Agenda Item	Program Updates	Presenter	Brian Holstine –BMS Teresa McDonough-BMS Katharine Randall-PPL Barb Recknagel-APS Healthcare

Discussion and Conclusions:

Take Me Home (TMH)/MFP Updates: Brian Holstine provided the Council an update on the transitions made since the program started in 2013. He reported that 156 transitions have occurred and of that number, 75 have completed the TMH program successfully by living in the community without skilled nursing/facility readmission for 365 days. Brian reported that securing accessible and affordable housing is the greatest challenge for the TMH participants and can cause delays in transitioning the participants. TMH projects to complete thirty (30) transitions by the end of 2016.

BMS Updates: Teresa shared with the Council that the TBI Waiver program now has a Management Enrollment List (MEL) occupied by three (3) applicants. Teresa referred the Council to a handout in their packet that provided a summary of initial medical eligibility assessment completed from 8/2015-4/2016 to gauge the impact of the expanded eligibility criteria on eligibility. Teresa informed the Council that BMS has hired Lou Ann Summers as the Program Manager for the Aged and Disabled Waiver (ADW) program. Teresa also informed the Council that Medicaid Personal Care Policy manual will be out for public comment.

Teresa shared with the Council the survey that the ADW providers are being asked to complete as it pertains to the use of the NEMT and missed medical appointments. Teresa asked the Council if this was something that the Council would like for the TBI Waiver providers to complete and review results. The Council agreed.

PPL Updates: The Council wished Sally Burchfiel happy retirement and thanked her for her involvement with the Council. Katherine Randall provided a quarterly report reflecting data from January-March of 2016 of those individuals self-directing. Please refer to written report for details.

APS Healthcare Updates: Barb reviewed with the Council the third quarter D&R calling attention to the Appendix D- Service Plan and Appendix G-Participant Safeguards. Regina requested that the UMC report to the Council on Performance measure A-4 if the compliance rate drops below eighty (80) percent. The UMC agreed to do so. Angela asked about Performance Measure I-1 and Barb explained the measure and the steps taken when a recoupment of claim is recommended. The activity report was reviewed with the Council, there were no questions regarding this report.

Action Items	Person Responsible	Deadline
1.Obtain and send NEMT survey to TBIW Providers	1.Teresa McDonough and Barb Recknagel	1.Survey results to be shared at next Council meeting

Agenda Item | **Public Comment**

Discussion and Conclusions:

Sally Burchfiel requested to speak during public comment and she shared with the Council her personal story and experience with her brother whom recently died from complication of a TBI condition. Sally shared her brother's life, sudden death and his

interactions with various service providers with the Council. Sally praised the Council for its work and even though Sally's brother was not served on the TBI Waiver program, her experiences lead her to request that the Council keep the following issues in their planning process the importance of:

1. Knowing the level/degree of family members involved with the person with TBI,
2. Communication between healthcare and mental health care providers,
3. Securing Primary Care Physician (PCP) and the lack of availability for many and
4. Continuity of care.

The Council thanked Sally for sharing her personal story.

Angela Morales informed the Council the CED would be offering forty (40) neurology assessments as part of the state funding, effective July 1, 2016.

Vanessa VanGilder informed the Council that the Olmsted office received additional funding from BBHF and continue to offer funds to assist with transitions.

Agenda Item	Confirm next Meeting dates and location	Presenter	Latonia Morrison
Discussion and Conclusions:			
The remaining two Council meeting dates were confirmed as August 11th and November 10th. It was agreed that Council meetings will begin at 10:00am and end at 2:30 pm. Meetings will continue to be held at the Center for Excellence in Disabilities, 4510 Pennsylvania Ave Charleston, WV 25302. Latonia expressed her thanks to the Council members for their attendance and discussion during the meeting. Meeting was adjourned.			
Action Items	Person Responsible	Deadline	
1.Continue to complete administrative functions for the Council in 2016	1.Barb Recknagel and Kathy Davidson	1.On-going	

Minutes submitted by	Barb Recknagel, APS Healthcare	Date: May 31, 2016
----------------------	-----------------------------------	--------------------