

**FAMILY CARE COUNCIL MEETING MINUTES**  
**NOVEMBER 7, 2007**  
**11:30AM**  
**2383 Phillips Rd**

**In attendance:**

**Janet Graham**  
**Bonnie Flynn**  
**Gail Rapp**  
**Lynne Daw**

**OLD BUSINESS**

**I. Agency Update**

Lynne provided an update on the status of the Agency.

As reported previously, each office was required to comply with a 4% hold back on all budget categories with the exception of the Family Care Council budget. Due to the 4% reduction, all permanent positions are frozen. Only those positions deemed critical can be filled and only with prior approval of the Deputy Director of Operations. Each Area has to submit a request and justification to seek approval to fill any vacant positions. Lynne discussed the strategic plan workshops that were held around the state and reported that at the strategic plan meetings held at the Florida State Hospital, Area 2 had employees, providers, and other stakeholders in attendance.

**II. Update on Service Eliminations**

The Agency received approval from CMS to proceed with service eliminations effective December 1, 2007..Services being eliminated are: NRSS, Home-maker, Chore, Therapeutic Massage and Assessment and Psychological Assessment. Notices have been sent out to all affected consumers and providers. There are proposed changes made in the definition of Companion and In-home supports to accommodate some of these service eliminations.

**III. Outcome of Special Session**

- Amended FS 393.06661 to allow for additional hours of PCA above the 180 hours per month limit for those who have intensive physical, medical or adaptive needs to avoid institutionalization.
- Changed Functions of Waiver support coordinators-

- Approved 75 ops positions to conduct customer needs assessments and prepare the initial cost plans.
- Did not reduce projected surplus in FSL of \$28.5 million- will be used to offset projected deficit in the HCBS waiver. The new projected deficit is then \$13.8 million which represents an 84% drop from last year.
- Transfer of funds to ICF/DD Civil program to transfer money from secure forensic services to the civil ICF/DD program. Net GR savings of \$444,061
- PCA rate reduction- 4% rate decrease to PCA services will provide savings of 1.7 million and take effect January 1<sup>st</sup>.
- AHCA also must review their current PCA rates.
- There was no proposal related to managed care for people with DD introduced

## **NEW BUSINESS**

### **I. Joint Training with Area 2 Steering Committee**

- Four sessions scheduled in January
  - January 22, 2008, reserved from 5:00 - 8:30 PM CST at St Andrew Bay center Cafeteria - holds 100 people with tables and chairs
  - January 24, 2008, reserved from 5:00 - 8:30 CST at Jackson ARC Cafeteria - holds 60 people
  - January 29, 2008 - waiting on Martha's response
  - January 31, 2008, reserved from 5:00 - 8:30 PM EST at TCC - holds 100 people classroom style \$200.00. The purpose of these sessions are:
    - provide an overview of the DD waiver and the Family and Supported Living waiver,
    - provide updated information on the current changes in the waiver services and to focus on eleven Medicaid waiver services which are most frequently provided. This overview will include a description of the services from the Coverage and Limitations Handbook, the service limitations and examples of activities provided through the service.
    - The services to be defined are: personal care assistance, companion, respite, non-residential support services, in-home supports, supported living coaching, adult day training, supported employment, support coordination (including limited support coordination), residential habilitation and transportation.
    - In addition to the recap of services, the session will also include an overview of the monthly Medicaid summary of benefits and provide strategies self- advocates and families can use toward monitoring services.

- Because this is a jointly sponsored project between the Area 2 Family Care Council and the Area 2 Steering Committee, Family Care Council members are urged to attend.

## **II. Residential Habilitation Rate Reductions**

As required in proviso language, the residential habilitation rates have been modified and will be effective December 1<sup>st</sup>. These modifications rates are simplified to four different levels: minimal, moderate, extensive and intensive and groups together the number of res hab hours into these four categories. The changes in the res hab rates will go into effect December 1, 2007. Notices have been sent out to all res hab providers. .

## **III. OPS Positions**

As approved in the special session, 75 OPS positions are being filled around the state for the primary purpose of conducting the QSI questionnaire. Area 2 has been allocated 5 positions,

Persons must have bachelor's degree and four years experience in the DD field, preferably two years working directly with people with developmental disabilities. Candidates must also have computer knowledge and skills to be able to access web based system, must successfully complete training and be certified as reliable in the use of the QSI

Job responsibilities- conducting assessment, developing cost plans based on results of needs assessment and submitting for PSA.

Must obtain central record from WSC, schedule face to face for assessment, Conduct follow-ups, Complete cost plan

Hiring will occur in December, training and implementation will occur in January.

## **IV. Current Status of Assessment Instrument**

APD is currently finalizing the instrument which will be web-based.

Assessors will be conducting the assessment using a paper copy, then transferring information onto web based system. Once submitted, the assessment instrument will automatically calculate the scores. The role of the WSC will be to provide the central record and information to the assessor and will also complete the community functions section which indicates the current community activities in which the person is involved.

## **V. Next scheduled meeting**

Traditionally, Area 2 FCC does not hold a December meeting but gets together for a Christmas party. Lynne will attempt to coordinate a get together for the month of December and let everyone know.

