I. Call to Order & Introductions

Jessica Gould, chair, called the meeting to order at 6:04 p.m. Introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

Item IV.A. was modified and Items IVA.1., IV.A.2., and IV.F. were added.

M/S/C (M. Miller/M. Alfaro) To approve the agenda as modified.

B. Approval of Minutes of the January 17th Meeting

M/S/C (M. Miller/M. Alfaro) To approve the minutes as presented.

IV. Committee Business

A. Changes to Service Standard (Ruth)

1. Family Supports & Living Arrangements
2. Early Start

As discussed at last month’s committee meeting, the Department of Developmental Services (DDS) asked the center to make 2 additional changes to our service standards pertaining to respite services:
a. An expanded definition of what would constitute an exception to the policy.
b. A statement that the center will only consider services, such as in-home supportive services, a generic resource when that service meets the family’s respite needs.

Ruth presented the changes to these 2 service standards to the committee.

**M/S/C** (M. Alfaro/P. Grayson-DeJong) To present the proposed changes to the Family Supports & Living Arrangements and Early Start service standards to the Board of Trustees for their review and approval.

Ruth also reported that DDS sent her an e-mail asking that additional changes be made to the following 3 service standards; those changes will be presented to the committee next month:

3. Legal Services  
4. Family Supports & Living Arrangements  
5. Educational & Vocational Services

**B. 2nd Quarter Appeals/Hearings Report**

Copies of the report were provided and reviewed. During the 2nd quarter:

1. **Eligibility:** 305 Notices of Action were sent and 0 were returned (appealed).
2. **Service:** 175 Notices of Action were sent and 7 were returned.
3. **Hearings:** 4 fair hearings were held: 
   - 2 eligibility hearings (1 denied and 1 dismissed)
   - 2 service hearings (1 denied and 1 decision pending)

Spikes in the number of notices sent are usually the result of a change in statute. The decision pending for the service hearing pertains to the center contracting with Exceptional Minds; but they don’t want to contract with us because our rates are too low.

**Action:** Ruth will share the outcome of the decision pending for the service hearing at next month’s committee meeting.

**C. Monthly Community Placement Plan (CPP) Report** (Jamie)
Copies of the monthly report were provided and Jamie reviewed the updates with the committee:

1. **Page 2 (Scheduled Placements)**: Consumers #7 and #8 were going to move from Porterville Developmental Center this month, but their placements have been delayed until May.
2. **Page 3 (CPP Start-up)**: Ten consumers are being referred to a new supported living service program run by Modern Support Services.
3. **Page 3 (CPP Start-up)**: Fifty consumers are being referred to a new crisis intervention program which is being run by Creating Behavioral & Educational Momentum (CBEM).
4. **Page 5 (FY 2014-15)**: The center is working with People’s Care on their staff qualifications so we can finish getting them vendored.
5. **Page 7 (Projected IMD Placements)**: Placements for consumers #1 and #2 have been delayed due to their behavioral challenges.

D. **Board Audit**: Has the board properly referred services standard issues to this committee?

   Yes – Any service standard issues are routinely presented to this committee.

E. **Self-Determination Program** (Ruth)

1. **Monthly Update**: DDS plans to re-submit the federal funding waiver to the Center for Medicaid and Medicare Services (CMS) in the next couple weeks. If CMS accepts the waiver application as submitted, the center could begin the program as early as this May. The center has begun holding informational meetings on the self-determination program at all 3 offices, in English and Spanish. In the meantime, staff are in the process of being trained, fliers continue to be provided at IPP meetings, and the center’s Self-Determination Advisory Committee continues to meet on a monthly basis and we are going to start translating the meeting agendas into Spanish.

2. **Replacement for Debra Newman on the Self-Determination Committee**: Debra Newman has been asked by ARCA to serve on their Executive Committee next fiscal year and those meetings would conflict with the Self-Determination Advisory Committee meetings. We were going to find a replacement for Debra on that committee, but a vote was taken at the last Self-Determination Advisory Committee meeting and a majority of the
members were in favor of moving the meeting dates to a different night next fiscal year. A replacement is not needed for Debra after all.

F. State of Case Management

Ruth spoke with Jessica Gould and they both agreed that they would like to add a standing item on this committee’s agenda that would allow Ruth the opportunity to share any case management issues here and talk about how we are addressing them.

Action: The committee agreed to adding “state of case management” as a standing agenda item.

V. Board Meeting Agenda Items

The committee identified the following items for their section of the March 14th board meeting agenda:

A. Minutes of the February 21st Meeting
B. Presentation of Proposed Changes to Service Standards
C. 2nd Quarter Appeals/Hearings Report
D. Self-Determination Program Update

VI. Announcements / Information Items / Public Input

A. Complete Meeting Evaluations

Jessica asked the committee members to please complete their evaluation forms after the meeting and submit them to her with any comments.

B. Next Meeting: Wednesday, March 21st, at 6:00 p.m.

VII. Adjournment

Jessica adjourned the meeting at 7:02 p.m.
Submitted by:

Jennifer Kaiser
Jennifer Kaiser
Executive Assistant

[esmin.feb21.2018]