

**KDADS/CDDO Quarterly Business Meeting**

Date: 10/20/2016  
 Time: 9:30am -12:00pm  
 Place: KDADS, 331 Conf. Room  
  
 Phone 866-620-7326; code –586-374-1103

Invited

**State Staff** – Brandt Haehn, George VanHoozer Melissa McDaniel , Susan Brinker  
**CDDO Staff- All CDDO Reps. on file.**

**TOPIC**

**DISCUSSION**

**1. Updates/Reminders**

1. Minutes approved from last meeting?

Brandt thanked Jerry Michaud for his copy of last meetings notes.

**II. Discussion topics**

**Follow-up:**

**1. Agenda Process Change. (Haehn, KDADS)**

Discuss the reason for agenda process change.

**2. CDDO Agreements (Haehn, KDADS)**

**3. Medical Exceptions for Day Services (Haehn, KDADS)**

**4. Policy Updates (Haehn, KDADS)**

Update on the following policies: Functional Eligibility/Waitlist, Crisis/Exception, conflict of interest.

**2. IDD Waitlist Offer Process (Haehn, KDADS)**

Update on process since last meeting. 1 letter vs. 2 letters. When should the CDDO reach out to persons following an offer?

**3. CDDO Performance Reviews Update (McDaniel, KDADS)**

**4. Update on Provide Capacity Meeting (Sedgwick County)**

**5. KMAP Manual Updates (Haehn, KDADS)**

1. Brandt is changing to solution driven meetings. Using account log will hold everyone accountable. The right person will be at the meeting to answer questions the group may have.
2. All CDDO contracts except for Harvey Marion have been signed and sent to CDDOs.
3. Brandt is not sure of question. Will place on action log and bring explanation and answer to next meeting.
4. C/E-changed process of communication to CDDOs. It will be a color coded system. Closed for comment now. Functional eligibility /waitlist comments has received 170 comments Please make sure questions are consolidated to avoid repetitiveness, will be able to do a quicker turn around. Conflict of interest: received comments, tried to take current policy and try to simplify and salvage what we could, will need to rewrite to make it easier to understand. Already been through public comment. Will need another public comment session since so many changes have been made. At least 3-4 weeks before it happens. AIR reporting needs to be used. AIR designed to provide data for performance measures. CDDOs will be given a way to look at all AIR reports in their area. Goal: push APS to connect systems to AIR and APS will talk to each other.
5. Misinformation last meeting, 1 letter vs 2 letters, have received request for information from CMS, looked at change in letter, spoke with Laura, people need to get two letters. All individuals who declined or did not take services have been sent out NOAs. Will send out list of individuals who got NOAs. Until waitlist policy is adopted, CDDO will get spreadsheet of who gets offers, make contact with your people asap, will then send CDDOs a list of people who did not respond. We will not be putting roadblocks up we want to get these people services. Brandt takes full responsibility for error.
6. November 10<sup>th</sup> Shawnee Co. A CDDO is assigned to every single PEER review for 2017 and 2018. Will continue to work on more community service, advocates. Developed a companion guide to know what to look for with each KAR.
7. September 30 reps from 19 of 20 CDDOs convene about capacity. Talked about our future, current concerns, agreed upon a shared purpose, which is agreeing on what capacity is. WSU assisted by creating a survey to help. Survey launched, have until 10/26 cob to fill out. CDDOs will meet again to talk about surveys Friday, November 4 from 10-2. Excellent conversation and everyone is motivated to make progress. Need a way to share language across CDDO areas. .
8. Have not had a chance to update. After all policies are updated. Once Cindy comes on board wants to restructure program structure for IDD program is just too big. Will work on how to divide responsibilities.

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**New:**

**1. Background Checks- Child Abuse Registry. (Michaud, DSNWK)**

There is currently a 3-4 week waiting period before Child Abuse Registry Checks are returned from DCF.

**2. Vocational Rehabilitation (Fry, TARC)**

How will the WIOA implementation occur? Mike Donnelly from DCF will be in attendance to discuss.

**3. New Interim IDD Program Manager (Haehn, KDADS)**

**4. KDADS Policy Review WSU Project (Haehn, KDADS)**

1. Sherry Gross from DCF provided a handout explaining Background Check Registry. Number of requests has increased steadily. Releases -received by mail the goal is 7-14 days. Releases by email 5-7 days. Please see handout for suggestions to providers on how to help speed up process and plans to improve Child Abuse Registry customer service.
2. Mike Donnelly from DCF provided handout explaining Workforce Innovation and Opportunity Act Section 511-limitations on the use of subminimum wage.
3. Kimberly Reynolds is the new IDD Program Manager. She requests that you please use the Upload Utility for all crisis and exceptions.
4. Starting policy group moving forward with WUS, just got signed, a complete policy review of HCBS and implementing policy advisory group. Will take about a year.

\*Cindy Wichman is the new HCBS Director, her first day will be Monday October 24<sup>th</sup>.

**III. Additions**

1. Review/Update Action Item Log

**IV. Next Meeting – January 19, 2017.**