

## Area 2 Steering Committee Minutes

**Date:** December 9, 2008

**Location:** APD Conference Room, Cedars Executive Office Center, Tallahassee; Marianna (by phone); Chipley (by phone); Quincy (by phone); Tallahassee (by phone)

**Attendees:** Mavis Smith (by phone)  
Lou Ogburn (by phone)  
Debbie Smith (by phone)  
Martha Coley (by phone)  
Lynne Daw  
Nilda Barreto (facilitator)  
Floyd Booth (facilitator) (by phone)

**Absent:** Jimmy Wells, Blake Little, Janet Graham, Peter Prater

### **Call to order:**

The meeting was called to order at 10:05 a.m. EST by Mavis Smith, Area 2 Steering Committee Chairperson.

### **Introductions:**

None.

### **Approval of Minutes:**

The minutes of the meeting of November 18, 2008 were approved, with a motion by Lou Ogburn, seconded by Martha Coley. The motion passed.

### **Old Business**

Lynne Daw said that she has incorporated the suggestions from the first Q and A mail out and will send them out today for a final approval. Then we discussed rebasing which has been temporarily stopped. Apparently the billing claims data for some clients in the Medicaid billing system is not capturing all billing claims that were actually paid. This

appears to have occurred with the change to the EDS conversion. APD has been working with AHCA to resolve discrepancies.. AHCA thinks they will get the data resolved by the end of this week and then the data will have to be verified. If the data is proved correct, rebasing will proceed. If not, AHCA will have to resolve the problems before rebasing activities can be implemented. Lynne Daw suggested that we include with our Q & A fact sheet, the following questions and answers:

1. What is rebasing?
2. What is the status on rebasing?
3. How is rebasing determined?
4. Is there an appeal process?

Lynne Daw will send this out with the Q & A's and she needs any feedback by Wednesday, Dec. 10 at 5:00 p.m. in order to stay on schedule.

We then discussed Project # 3 which is training on how to talk with legislators. Lynne Daw has talked with the Chief of Staff for APD to ask that Mike Dunn be allowed to train on the legislative process, i.e. who are your legislative contacts, what to say if you visit your legislator, how to write your legislator and how to testify before a committee meeting. It was agreed that at this point that the DD Council does not need to be involved. Lynne will send out a draft of Mike Dunn's training draft this afternoon.

The training will be in January in the evening in both Tallahassee and Marianna. If more training is needed, the Steering Committee can do it utilizing the power point presentation.

The Marianna training will be January 22 at Jackson County ARC from 6-8 p.m. CST. Mavis Smith will check on availability and ask Jackson County to host.

Lou Ogburn was asked to check with Jimmy Wells to see if he will host in Tallahassee. Nilda Barreto will secure a place and if a rental is necessary, the Family Care Council will be asked to pay. The two dates being looked at are January 15 and 29.

The host agency will be asked to get notices out, provide refreshments as in cheese, crackers and drinks, accept registrations, register at the door and provide any handouts.

There was discussion on how to get the notices out. Lynne Daw is hesitant to send out a mass mailing because of the cost involved and also because mass mailings have not historically resulted in a large response. We agreed it might be better to prepare a notice and ask that it be sent out by various groups – ADT centers, WSC's, Children's Home Society, Center for Autism, CARD, Downs Syndrome Association, Gretchen Everhart, provider agencies, etc. The notice can be sent to the various agencies by e-mail, copied and sent home with clients. Mavis Smith is to do the notice. On the question of transportation, expenses can be paid for actual mileage, but no stipends can go to families or self-advocates to attend.

**Other Old Business:**

None.

**New Business:**

The next meeting will be a telephone conference call on January 6, 2009 at 10:00 a.m. EST. The Chairperson will send out an agenda and the Secretary will take the minutes.

**Other New Business**

None

**Adjournment:**

There being no other business, it was moved by Lou Ogburn, seconded by Martha Coley that the meeting be adjourned at 11:10 p.m...

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_