



agency for persons with disabilities  
*State of Florida*

**AREA 3 STEERING COMMITTEE AND ADVISORY GROUP  
MEETING MINUTES –WEDNESDAY, NOVEMBER 14, 2007**

Charlie Crist,  
Governor

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Jane E. Johnson,  
Agency Director

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**Attendance:**

**Steering Committee Member Present:** Joyce Daniels (Positive Images), Fred Pratt (Consumer/Self Advocate); Jim Smith (APD); Cynthia Tyson (APD)

**Advisory Members:** Lucy Degenhardt (APD), Jane McFarland (APD); Patrick Mulvihill (Transition Center), Alice Reshard (AHCA);

**Absent Members:** Dick Bradley, Corie Chae, Diane Clark, Loretta Clark, Jimi Daniels, Jeffrey Frazier, Mike Habig, Mike Hutley, Peter Johnson, Angela Jones, Meribeth Larsen, Melinda Morrison, Mick Royal, Terry Smith, Brenda Sweat, Shelly Voelker, Jim Whittaker

**Others Present:** Vernita Hughes, (APD); Sandra Cooper (APD); Delores Robinson (APD)

This was the twentieth-fifth meeting of this committee.

**Introduction:** Vernita opened the meeting by welcoming everyone.

**Announcements:**

- Jim announced that the Strategic Planning Workshop held on October 31, 2007 for Areas 3, 4, 13 and Tacachale was well attended. Received good input from stakeholders and staff. A regional meeting for the Strategic Planning Workshop facilitators is scheduled for Thursday in Tallahassee to make final preparations to the plan.
- Upcoming Guardianship Training scheduled for Area 4 in January 2008.
- Received an email inquiry about the Right of the Month process posted on the website for Area 3 from an individual in South Carolina.

Due to low member participation, Jim made a motion that the Steering Committee and Advisory Group be combined into one single group and the group's name changed to Steering Committee. Motion seconded with no objections. For all future meetings, the group is officially the Steering Committee.

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#### **Approval of Minutes:**

Minutes of the October 17, 2007 meeting reviewed and the following changes/corrections noted:

- In the announcement section, change “Disability Mentoring Day” to Disability Awareness Month”.

Motion to accept and approve the minutes with the changes indicated.

#### **Delmarva Data Update/Recoupment**

- Data received from Delmarva has very little changes from the previous data submitted. One person identified with 5 or less outcome requiring a Health and Safety. Mr. Mulvihill asked if a comparison report of the data received from Delmarva for outcome could be completed by living arrangements. Vernita will look into whether this is possible.
- Completed a survey from Tallahassee for feedback on Delmarva’s performance. The survey has been completed and submitted to Tallahassee.
- Area 3 staff completed recoupment training on 11/2/07. The training was very informative. Will begin this month diligently pursuing recoupment. No recoupment for support coordinators have been identified because it was learned that support coordinators receive notice prior to Delmarva’s scheduled review date. Some concerns voiced about this process. Alice reports that her office receives calls from consumers stating that they have not received services that the WSC’s has submitted payment for through Medicaid billing. Jim requested that Alice have her office forward those calls to his office.

#### **SCORE**

- How does the committee want to approach providers to let them know what services are available through SCORE. Suggestions:
  - Survey providers regarding the type of assistance they would like to receive. Will include on the agenda for the next provider meetings. Survey will also be sent to providers electronically.
  - Review results prior to meeting with SCORE representatives.

Vernita and Delores will prepare the survey to send out.

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**Membership-Future Direction**

- A second letter sent to current members about their participation in the meetings. Received only one resignation, Linda Butler. Mr. David Basker has also expressed interest in becoming a member. Recommendation to have Mr. Basker fill the position vacated by Ms. Butler. Committee approved. Application will be sent to Mr. Basker for completion.

**Selection of Chairperson**

- Tabled for next meeting.

**Agenda for Next Meeting/Future Meeting Date:**

Agenda items to be included for the next meeting are:

- 1) Introductions/Announcements
- 2) Approval of Minutes
- 3) Delmarva Data Update
- 4) SCORES Survey/Plan
- 5) Chairperson Selection

**The next scheduled Steering Committee meeting will be held on Wednesday, February 27, 2008 from 3:00PM until 5:00PM in the APD Conference Room.**