

# Suncoast Region Steering Committee Meeting Minutes

MEETING  
MINTUES

Date of Meeting  
May 9, 2011

TIME:  
10:00 AM – 12:00N

MEETING LOCATION:  
**Agency for Persons with  
Disabilities (APD)**  
1313 N. Tampa Street  
Tampa, Florida 33702

Next Meeting: **June 13th, 2011** Location: **Agency for Persons with Disabilities (APD) St. Pete Office**  
Time: 10:00a-12:00N 1201 102<sup>nd</sup> Avenue North  
St. Petersburg , Florida 33716

MEETING CALLED BY	<b>Gary Hartfield, Chairman</b> Meeting was called to order at 10:00am by Gary Hartfield. Minutes from last month (04/11/11) were reviewed and the following corrections were made: Attendee: Paula Lipps, Parent/Chair of Family Café was incorrect. Changed to <b><u>Pauline Lipps, Parent/Family Care Council</u></b>  <u>Minutes were approved with the noted changes.</u>
TYPE OF MEETING	<b>Quality Steering and Advisory Committee Meeting</b>
FACILITATOR	Gary Hartfield, Chairman
NOTE TAKERS	Kym Mason, Advisor
TIMEKEEPER	Gary Hartfield, Chairman
IN PERSON ATTENDEES:	<ul style="list-style-type: none"> <li>• Gary Hartfield, Chairman</li> <li>• Laurie Harlow, APD/Director of Quality Improvement</li> <li>• Marcia DiGrazia, APD Liaison</li> <li>• Betty Beauchaine, Parent/Member</li> <li>• Scottie Lacey, Consumer/ Member</li> <li>• Gary Goodwin, Member/Waiver Support Coordinator</li> <li>• Bud Llewellyn, Contributor</li> <li>• Kym Mason, Member</li> <li>• William "Bill" Rambum, Attorney/Parent</li> </ul>
VISITORS/NEW ATTENDEES:	Mary Fuller, PHD/Behavioral Health Services
TELECONFERENCE ATTENDEES:	Rebecca Vasey, Member/Consumer Ann Graybeal, Parent/Member

**Agenda topics:**

- Introductions & Acknowledgements
- Action Items- Old Business/New Business
- Advocacy Opportunities-All
- Wrap Up

## Suncoast Steering Committee Meeting – May 9, 2011

### Introductions (10:00a – 10:10am):

The meeting started with formal introductions of attendees. Laurie Harlow, Director of Quality Improvement introduced herself to the committee. Laurie provided a brief overview of the changes to APD Table of Organization. Laurie explained that the Quality Improvement Department was a new division and would serve as the Hub of APD to ensure quality services and follow-up.

Bill Rambam, Parent has applied for membership and the committee will be voting electronically to approve Bill's membership.

DISCUSSION	Action Items- Follow-Up Reports
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### Old Business

#### **CDC Plus- Updates on Recommendations: Denise Oetinger, Tom Nurse, & Gary Hartfield**

Flow Chart update was deferred. Gary will speak with Denise regarding progress of this project.

#### **Updates on Recommendations- Waiver Support Coordinators (WSC) Onsite Visits to Group Homes**

#### **Gary Goodwin, Patty Redon , and Gary Hartfield**

Brief overview of this project was provided by Gary Godwin, WSC to provide clarification. Further update was tabled for later.

### New Business

- ❖ Gary shared that he had the opportunity to visit McDonald Training Center. Betty Beauchaine facilitated this visit. McDonald Training Center is the sole provider or maker of Sun Pass. Gary shared that this was a shining example of positive economic impact and shared value for the Media Event.
- ❖ The Sub-Committee will meet to resume planning of the Media Event. This Meeting will be held **Monday, June 13, 2011 at 8:00am** prior to the Steering Committee Meeting at the APD St. Pete Office.
- ❖ All Sub-Committee Members will be notified via e-mail. Pauline Lipps, Family Care Council and Gloria Singleton, APD will be invited to attend the planning meeting.
- ❖ A summary of the Sub-Committee Meeting will be formulated and sent to Ms. Williams

#### APD Updates and Tracking Systems – Laurie Harlow

- ❖ Laurie Harlow provided the Committee with an overview of APD new Table of Organization (TO). The new TO is in the last stages of development and will be rolled out within 30-60 days. The new TO has been designed to provide Systems and Accountability. This is the vision that Ms. Williams has for the region. A logic model is the catalyst for the new TO. The intent is to streamline the process, promote teamwork, and improve accessibility. The Departments have been reconfigured to speak to the issues that affect each department.
- ❖ An area of improvement the agency will be implementing is to enhance accessibility. Laurie provided the Committee with her contact information  
**Laurie Harlow**  
(813) 233-4320 (Office)  
(813) 927-5388 (Cell)
- ❖ In response to the question “What’s the level of credibility of the Steering Committee with APD?” and “How can we improve?” Laurie opted to table answering these questions. She stated that she will need to attend more meetings to get a sense of where things are. In addition Laurie felt that with the implementation of the new database will provide a point of reference.

#### Updates on Budget Cuts

- ❖ Gary Godwin shared that starting July 4, 2011 a 4% cut across the board will go into effect. There will be a “Funding Freeze” or until I-Budgets come out.
- ❖ I-Budgets could lower funds. Legislatures agreed to cover deficits. Funding Freeze allows changes to your Cost Plan anytime during the year as long as it is cost neutral. The Funding Freeze increases funding only if there is a crisis of homelessness.
- ❖ Developmental Disabilities have been left out of Managed Care.

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### Behavioral Services

- ❖ Dr. Fuller shared that due to funding cuts providers have had to become creative to find cost neutral ways to provide Behavioral Supports
- ❖ Gary Godwin expressed that in his opinion Behavioral Services has been abused in the past. He further explained that services were being approved and billed at high levels without sufficient justification.
- ❖ Behavioral Services is the only service that does not have a cap.
- ❖ A recommendation was made that a regulatory group was needed to look at Behavioral Services.
- ❖ A motion and approval was made to develop a work group of cross function services who utilize behavioral services. The work group will explore current weaknesses and develop plausible solutions to present to APD. Cross Function Service Providers will include:
  - ✓ Supported Living
  - ✓ Residential Habilitation
  - ✓ Waiver Support Coordinators
  - ✓ Behaviorist
- ❖ There was a consensus that this was a great time to start this project, because with the leadership of Ms. Williams now there is a supportive atmosphere that is open and willing to work collaboratively.

DISCUSSION	<b>Advocacy Opportunities-All</b>
<p><b><u>Update on Sub-Committee Meeting on Shared Values Media Event- Barry University Success</u></b>          McDonald Training Center will be asked to participate in the Media Event. To highlight individual's success and the positive economic impact it offers by distribution of the Sun Pass Meters.</p>	
ADJOURN- WRAP UP	The meeting was adjourned at 12:00 pm.