

SUNCOAST REGION QUALITY  
STEERING COMMITTEE

Meeting Minutes  
April 14, 2008

**Attendance:** Jennifer Stone (Provider), Carl Littlefield (APD), Cliff Capron (Consumer of Services), Marcia DiGrazia (AQL), Patty Rendon (WSC), Betty Beauchaine (FCC), Joanna H. Rydzewski (Parent), Patricia Hayston (Family member).

**Guest:** Cheryl Blackwell-Cox (APD), Charmaine Pillay (Delmarva), June Mobley (Provider), Shelley White (Provider), Janis Alberti (Provider), and Ann Graybeal (Family member)

**Not in Attendance:** Karlton Ballard (Transition), Marcus Hall (Provider), David Brown (Consumer of Services), Stephanie Engley (Medicaid), David Hawthorne (Provider), and Don Mailler, (Provider/Support for Mr. Capron), Beth Kelzer (WSC), , Dierdra Walker (Provider), Rebecca Vasey (Consumer of Service), Debra Morgan, (Provider/Support for Ms. Vasey), Tom Nurse (Parent), Deborah Killion, (VR).

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The meeting started at 10:10 AM.  
The March 26 minutes were approved.

**Overview of QSI** - Cheryl Blackwell-Cox

- 332 Assessments completed so far
- Meeting target deadlines
- 13 assessors, Cheryl Blackwell Cox and Jill Cramer are both trainers of QSI
- Individual can request copy to give parents or WSC.
- Results are entered into the data base.
- If major life change a new assessment is completed otherwise every three years.
- It takes approx. 2 or 3 days to complete assessment unless behavior or nursing information is needed.
- Cheryl may provider the WSC a copy of the QSI brochure for family members.

Ms. Rendon had a question on the process of the Assessors when they find deficiencies at the program. The Assessors are required to report what they see. Another question: When a person is assessed, receives a number, and relates to a Tier, are we looking at the cost and the Tier they are to go into? Carl answered that we are only looking. It is not a place we put them into, we are just looking. Last question: Did the list the central program office give the SunCoast region includes all the High cost plans. Answer: As far as our office knows it has. Ms. Rendon has a person who is High cost who has not been assessed. Headquarters list may not have included some of the plans that were only partial

years. This may affect long rang budgets for the SunCoast. Ms. Blackwell-Cox and Mr. Littlefield will look into this.

Ms. Rendon stated that WSC would be willing to assist Liaisons to catch up with completing cost plans. FASC is supportive in WSC to be included in the questioning process of the assessment. It is being addressed at the State level. Sometimes the Guardian papers are not in the group homes. They are required to be on file in the group home. Cheryl will run that by Residential unit.

### **Carl Littlefield Update**

Thank you to Ms. Blackwell-Cox as project coordinator for this project and for future endeavors. Also part of the Management team that report to the Executive committee.

Legislature is still in session. Both houses are in session, in conference. Things can happen in conferences that were not discussed outside of conference. There doesn't look like anymore money is going to be allocated for people to come off the wait list. There will be attempts to approve the Tier system, probably attempts to challenge. It is a cost saving mechanism. If implemented we would not go into next year with a deficit.

APD continues negotiation with Delmarva to make the process more meaningful. Also discussing what changes would be included in new contract.

SunCoast has adopted the philosophy of quality 25 % or less on Desk review become the first of concerns. We are continuing to move the bar of quality up.

Mr. Littlefield sees our role through 3 P's.

Participation – Part of the Quality management system.

Philosophy – setting the bar low to start with. We want to give Steering members information and become involved in helping to raise the bar,

Partnership – we continue to experiment, public private partnership that hasn't worked out well in the past but now we need to choose who we exercise the right to partner with in the future.

What is APD position to process cost plans faster. Tally is supposed to be helping. There is approximately a 2 to 3 weeks delay in provider's receiving authorizations.

Residential provider meeting this Thursday at the Pinellas Art Center; 4951 78 Ave. N. Pinellas Park.

Support living network meetings are listed on the Training Calendar.

Questions:

Ms. Graybeal asked about the CDC +: Joanna stated that payroll has been fixed. It is working well. Denise Oetinger will be at the next meeting and we will ask her for an update on that topic as well.

No more questions. The meeting was adjourned.

The next meeting will have Denise Oetinger to discuss the role of the WSC liaison an update on CDC +. Also we will be asking Kim Houston to attend at 11:30 to update the members on the 5 year initiative and have a discussion on ways the SunCoast region can promote ADT's to encourage consumers to seek employment. We will also have a discussion on how to promote provider excellence.

We will ask Rick Robertson to attend in June if he is available to give an overview of his units and their protocols on quality management for complaints and citations.