|  |  |
| --- | --- |
| Logo, company name  Description automatically generated | WV Developmental Disabilities Council  Approved Quarterly Meeting Minutes  *January 23, 2024* |

**Members present in person:** Kenneth Accord, Brandy Beery, Steve Brady, Lesley Cottrell, Tonya Eve, Rose Fair, Lynsay Frye, James Gallaher, Susan Given, Kim Hawkins, Randy Hill, Jacqueline Proctor, Anna Smith, Paulette Southerly

**Members present virtually:** Marc Ellison, JaQue Galloway, Richard Hammons, Tracy Hartnett, Amber Moore, Charlotte Roth, Tonya Rutkowski, Marsha Spiker, Jessica Sykes, Mel Woodcock

**Members absent:** Rhonda Blosser, Janice Bostic, Cynthia Brockman, Jennifer Dotson, Susan Loudermilk, Samantha Ribeiro Matos, Ashley Stewart

**Staff present:** Katie Arbaugh, Christy Black, Tina Wiseman

**Welcome and Call to Order and Welcome:**

Brandy Beery welcomed Members and called the meeting to order at 9:33 a.m. The meeting was held at the Holiday Inn & Suites in South Charleston, West Virginia.

**Introductions/Announcements by Members:**

Brandy asked Members to introduce themselves. Brandy reviewed the materials in Member packets.

**Mission Statement Reminder:**

Rose Fair read the *Mission Statement*.

**Public Comments:**

None

**Approval of October 27, 2023 Meeting Minutes*:***

Steve Brady noted his name was incorrect in the minutes and needed to be corrected. Tonya Eve **moved** to approve the meeting minutes with the name change**,** Charlotte Roth **seconded** the motion. **Motion carried with no nays or abstentions.**

**NEW BUSINESS**

**Election of Nominating Committee:**

Lynsay Frye reported for the Executive Committee. Lynsay Frye, Jessica Sykes, and Lesley Cottrell volunteered to serve on the Nominating Committee. Brandy Beery asked if any other members would like to volunteer. Rose Fair, Kim Hawkins, and Tonya Eve volunteered to serve on the Nominating Committee. Brandy Beery asked for a motion to accept the six-member ballot by voice vote. Charlotte Roth **moved**, and JaQue Galloway **seconded** the motion. **Motion carried. No nay votes.** Members who volunteered for the Nominating Committee **abstained** from voting.

**Review and Approve the Updated By-Laws:**

Tina Wiseman reviewed the proposed changes to the draft *Bylaws*. There were 12 key changes proposed:

1. Added a table of contents.
2. Minor clean up in formatting and clarifying language.
3. Added a definition for *Executive Session*.
4. Added an *Equity, Diversity and Inclusion* statement under the *Purpose* section.
5. Referenced specific policies under the appropriate sections, for example, the *Grant* and *People First Language* policy.
6. Added the *Olmstead Coordinator* as an agency member.
7. Added language at the end of the *Membership* section from the current *Membership* policy.
8. Changed the title of the *Membership* policy to a *Membership and Meetings* policy.
9. Removed the statement on reimbursement for telephone expenses.
10. Added titles to subsections under the *Committees and Workgroup section* to identify the *Executive Committee*, *Nominating Committee*, and *Workgroups*.
11. Added a *Conflict of Interest* section.
12. Added a *Council Policies* section.

After the proposed changes were reviewed. Members discussed two areas for additional changes. Jacqueline made a motion to approve the draft proposed *Bylaws* with two changes: 1) add “and Identity First Language” after *People First Language*; and 2) remove “and not one specific subgroup” under the *Membership* section. Rose Fair **seconded** the motion. **Motion passed** with no nays or abstentions.

**Shared Support Grant Extension:**

Shared Support Maryland, a currently approved grantee of the Council, requested a 9-month No Cost Extension to continue current grant activities. Katie read the letter provided by Shared Support Maryland and reviewed the provided timeline for continued grant activities. Steve Brady **moved** to approve a 9-month No Cost Extension for Shared Support’s grant *Expectations Matter*. Lesley **seconded** the motion. No discussion**. Motion passed. No nay or abstentions.**

**COUNCIL UPDATES**

**PPR Update:**

Katie reported that the PPR has been submitted timely and gave an overview of highlights and barriers for FFY2023. Members will be notified when the PPR is approved by the Administration of Community Living (ACL)

**Legislative Report:**

Christy reminded Members there was a copy of the Council’s *2024 Legislative Statements* in their packets which they could use when speaking with their representatives. Christy stated that 1,430 bills have been introduced to date. The Council is following 118 bills. Christy stated that for the most part the Governor’s budget is level funded for line items we follow. The budget bill is HB 4025 and SB 200. Christy discussed some of the bills that were moving. Today the House Health Committee is running HB4408 which is to build a 20-bed intermediate care facility for people with intellectual and developmental disabilities. Tina Wiseman has been participating in workgroups around this issue. She shared the Council’s *Position Statement* on HB 4408. She will be attending the committee meeting. The Council strongly opposes both HB 4408 and HB 4405.

**Executive Director Update:**

Tina Wiseman provided Council members with drafts of new informational materials and asked for edits and suggestions. She reviewed a new report that would be provided to Members on a quarterly basis. This report is a Quarterly Report on Council Staff Activities. Tina reviewed letters issued by the Council on proposed federal rules for nursing home staffing and Section 504 of the Rehabilitation Act. She also gave an update on two presentations given to the legislature during interim sessions: 1) Continuum of Care by Bob Hansen and Christina Mullins; and 2) SB 232 a strategic plan for diversion of justice involved individuals by Dr. David Clayman. Copies of these presentations were included in the Meeting packet given to Members.

**DD ACT PARTNERS UPDATE**

**Disability Rights of WV:**

Susan Given gave an update on DRWV’s effort to get PWDD out of the state’s institutions which may result in litigation. She also explained DRWV’s efforts against HB4408. Susan gave statistics of the number of site visits and service requests fulfilled by the organization.

**WVU CED:**

Lesley Cottrell presented on the CED’s training opportunities to address the issue of people with developmental disabilities being stuck in psychiatric institutions. The CED, through Project ECHO, will hold monthly sessions to host discussions involving West Virginia specific information. Bob Hansen, contracted with DHHR to address this issue, will participate in this project. Lesley also discussed the Healthcare Transitions project completed with DD Council grant, the availability of SibShops, and the upcoming TBI conference. Applications are now open for the Country Roads Program.

**On the Outside Project:**

Tina Wiseman shared an update of “On the Outside.” She discussed the various formats in which the project will be available and the plan for dissemination. The date for dissemination is tentatively planned for late February 2024.

**STATE AGENCY UPDATES:**

**Bureau for Behavioral Health (BBH):**

Steve Brady discussed the status of 2 crisis bed sites. One is temporarily closed due to staffing issues. The other site only has only 1 person due to staffing issues. WV Families Conference occurred in November 2023 with 259 individuals in attendance. BBH also provided services for people who are on the waitlist and Steve educated the Council on these available services. The Waitlist services are being utilized more quickly now that the I/DD Waiver waitlist is growing but many agencies are also struggling with staffing issues. Steve gave facts and figures of what has been spent so far during this fiscal year. Steve discussed Employment First and the development of Community Rehabilitation Programs (CRP), and a tiered payment system based on training. West Virginia will also be restarting an APSE chapter.

**Bureau for Maternal, Child, and Family Health:**

Mel Woodcock gave an update that the Department of Health has been designated as the lead agency following the DHHR split. She discussed that the Birth to Three (BTT) Program is now fully staffed, and they have worked on building capacity this past year. The BTT Program is within 90% compliance in a variety of indicator areas. The BTT Program is at 95% for providing transitional services for children and families exiting the BTT system.

**Bureau for Medical Services:**

Randy Hill gave an update on the Waitlist. There are 591 people on the Waitlist including 3 people getting slots on March 1. The current wait is about 460 days. Approximately, 38-39 people are added to the Waitlist monthly with the expectation of 200 being added before the end of the fiscal year. There is a federal rule in process, called the ACCESS rule, that will mandate federal reporting requirements of the Waitlist. Randy expects this federal rule to become law. West Virginia has submitted an application for the Waiver program, but Medicaid has “stopped the clock” to have questions answered. One new service is to permit LPNs administer medications. Prevocational service and job development service will be combined into one service through the Waiver called Vocational Skills Development. The effective date of the new IDD Waiver changes will be March 1, 2024. The policy manual will be available by April 1, 2024, but these dates are still attentive.

Randy expects an amendment to the current application involving rate increases. Randy reported on the results of the rate study completed by Myers and Stauffer. If approved by the Legislature, the rates would go into effect on July 1, 2024. BMS is working with WVU to provide onboarding and orientation services for direct care workers.

**THINK KIDS & IDEA REPORTING:**

Kelli reported on her IDEA data grant, funded by the Council. Kelli partnered with Dr. Sam Workman at WVU focusing on Public Policy.

The first completed report found that WV is compliant with federal regulations regarding IDEA data reporting; however, it may not be in a format that is beneficial to families, researchers, and other nonprofits who use the data to discover trends in the general population. Dr. Workman made recommendations for how the state could report the information to be more usable.

Kelli then read a letter she presented to Senator Grady regarding the results of this data. Kelli reported that her organization is still awaiting the 2nd report from Dr. Workman despite the deadline of December 31, 2023. Once received, Think Kids will follow up with current legislators.

Tonya Rutkowski, of WV Department of Education, explained that a new website is being created to incorporate some of the changes mentioned in this report. She reminded the Council that IDEA data is available on the Guideposts to Graduation website.

**Members comments/concerns:**

None.

**Adjourn:**

Lesley **moved** to adjourn the meeting. Jessica **seconded**. Meeting adjourned.