**Virginia Board for with Disabilities**

**Board Meeting Minutes**

***June 15, 2016***

The Virginia Board for People with Disabilities held its regular quarterly meeting on Wednesday, June 15, 2016, at the Four Points by Sheraton Hotel, 4700 South Laburnum Avenue, Richmond, Virginia.

**BOARD MEMBERS PRESENT:**

Curtis Andrews, Vicki Beatty, George Randolph Burak, Theresa Casselman, Deanna Parker (DBHDS), John Eisenberg, Ethel Parris Gainer, Stephen Joseph, Ronald King, Richard Kriner (DARS), Marisa Laios, Ronald Lanier (VDDHH), Donna J. Lockwood, Rachel Loughlin, Charles Meacham, Mary McAdam, Alexis Nichols, Melissa Gibson(DLCV), Richard Mitchell, Atima Omara, Cindy Rudy, Summer Sage, Charlotte Argast (DMAS), Jamie Snead, Ed Turner, Kathleen Vaughan, Rose Williams, and Felicia Hamilton.

**BOARD MEMBERS ABSENT**:

Angela West, John Kelly, Angela Sadsad, Michael Carrasco, Travis Webb, Carina Elgin, Korrinda Rusinyak, Mathew Shapiro, Jessica Phillips, Sari Leinonen-Ferrell

**CALL TO ORDER, WELCOME AND INTRODUCTIONS:**

The Board assembled at 11:45am and the following announcements were made.The next Board Meeting will be held on Tuesday, September 20TH, 2016.There are three new board members attending the NACDD Conference in July; Atima Omara, Carina Elgin, & Felicia Hamilton. They are all on the slate to be new Executive Committee members. The Youth Leadership Forum will be held on Monday, July 25th-28th at Virginia State University’s Gateway Conference Center & Dining Facility. Board members are invited to the graduation ceremony & reception. The Chair is also requesting that Board members submit or facilitate the submission of additional stories for the Board’s story goal. Stories should be submitted to Benjamin Jarvela and be related to successful community inclusion.

**LUNCHEON PRESENTATION**:

Teri Morgan ,Virginia Department of Medical Assistance Services and Deanna Parker ,Department of Behavioral Health and Developmental Services presented on “CMS Home & Community Based Services Regulations, Settings Requirements & Virginia’s Statewide Transition Plan”

**APPROVAL OF March 15TH, 2016 BOARD MINUTES**:

The Chair asked if there were any changes to the Board Meeting Minutes Hearing none the Chair called for **MOTION** to **APPROVE** the minutes. Cindy Rudy made a **MOTION t**o **APPROVE** the March, 2016 Board Meeting minutes, and Marisa Laios seconded the **MOTION.** The **MOTION** carried unanimously.

**REPORT OF NOMINATION COMMITTEE & VOTE ON SLATE OF OFFICERS:**

The Committee concluded its deliberations by nominating the following candidates for consideration for election at June 15th, 2016 Board Meeting: **Chair:** Charles Meacham**, Vice Chair:** Angela Sadsad**, Secretary:** Matthew Shapiro, **At Large Members:** Carina Elgin, Felicia Hamilton, Atima Omara, **Committee Chairs:** To be appointed by the Chairperson.

**OUTGOING BOARD MEMBERS:**

The Board recognized the following outgoing Board members. They were presented certificates and tokens of appreciation. Ronald King, Mary McAdam, Ethel Parris Gainer, Cynthia Rudy, Summer Sage, Jamie Snead

**ABSENT OUTGOING BOARD MEMBERS:**

Travis Webb, Jessica Phillips, John Kelly

**PUBLIC COMMENT:**

There was none.

**STANDING COMMITTEE REPORTS**

**REPORT OF THE INVESTMENT & STATE PLAN OVERSIGHT COMMITTEE:**

Cindy Rudy reported on behalf of the ISP Committee. She noted that Jason Withers provided updates on Grants/Contracts expenditures, while Grace Lambert provided updates on the new RFP proposed process.

**Expenditure updates were provided on 3 active grants/contracts:**

* Easy Living Home (ELH) Replication project with Virginia Accessible Housing Solutions (VAHS) is slated to end June 30, 2016. The remaining $5,000 will likely be spent by the end date. No post-grant monitoring will be required on this project.
* Advocates Building Living Environments (ABLE) sole source continuation contract with the Virginia Assoc. of Centers for Independent Living was executed April 20, 2016. To date, $55K of the $150K award has been spent. This project ends March 14, 2017.
* Leadership for Empowerment and Abuse Prevention (LEAP) project with VCU’s Partnership for People with Disabilities is scheduled to end September 30, 2016. To date, $143,852 has been spent of the $178,125 award. Post grant monitoring for a period of 2 years will be required upon completion of this project.
* Background: The Grant Review Team met on April 25th to discuss 3 proposals to improve linkages between infants in the NICU and their families with needed early intervention services. The grant review team selected a proposal from the Virginia Hospital Research & Education Foundation (VHREF). Total requested funds were $125,000.

The second RFP is a solicited proposal with the Va. Dept. of Education to develop and implement a training program for critical decision points for students with disabilities. Total requested funds were $150,000.

The Committee recommends **APPROVAL** by the full Board for the two grant awards recommended by the Grant Review Team. The **MOTION** emanating from the Committee did not require a second. The **MOTION** carried unanimously with one recusal from John Eisenberg.

The Committee discussed the recommendation by staff for restructuring the current RFP process. Currently, the process takes about 1 year from the time a Letter of Interest (LOI) is received until a project begins. The new process proposes to shorten this duration by offering a twice-a-year open LOI period where the Board will receive letters.

The grant review team will continue to review LOIs and make funding recommendations. This process also aims to improve the quantity and quality of proposals the Board receives by being less prescriptive as to specific activities but rather with an emphasis on grantee alignment with desired outcomes. Approving this process does not preclude the Board from issuing specific RFPs as needed to achieve state plan or other objectives. This process simply creates an open period so applicants can apply and there is not an obligation of the Board to accept ANY of the proposals. If approved, the Board would be directing staff to make necessary changes to the process and draft the RFP. The Board will be asked to approve it for release in September.

The Committee recommends **approval** by the Board for this new process. The **MOTION** coming from the Committee did not require a second. The **MOTION** carried unanimously.

The Committee reviewed progress on the 2011-2016 state plan. There are no significant changes from the last quarter, although 9 additional stories were shared (for a total 31) bringing us closer to the target of 40. The Committee recommends **approval** of the 2017-2021 State Plan as amended for submission to the federal AIDD by staff. The **MOTION** coming from Committee did not require a second. The **MOTION** carried unanimously.

**REPORT OF THE POLICY, RESEARCH & EVALUATION COMMITTEE:**

John Cimino, on behalf of Committee Chair Angela Yong West reported that: The PRE Committee discussed public comments made by the Board over the previous Quarter, including comments submitted on Waiver Redesign, the Commonwealth’s HCBS Settings Transition Plan, and the Commonwealth’s WIOA Plan. The Committee also discussed emerging policy issues, including ongoing state planning efforts to address employment required by the Workforce Innovation and Opportunity Act (WIOA), and pending state planning efforts to address education as required by the Every Student Succeeds Act (ESSA). The 2016 General Assembly approved a new the Disability Assessment process, which calls for an annual assessment of can be broken down into individual chapters representing 2 to 3 areas of emphasis annually .The Committee recommends that the Board **approve** Employment and Education as the first two areas of emphasis to be addressed in the SFY for 2016-2017 assessment. The **MOTION** coming from Committee did not require a second. The **MOTION** carried unanimously.

**REPORT OF THE ADVOCACY OUTREACH AND TRAINING COMMITTEE:**

Committee Chair Randy Burak reported that: The Committee was updated on the previous quarter’s communications activities. Staff reported to the Committee that the Board is now only 9 stories short of meeting the state plan goal and staff is requesting Board member assistance in meeting this milestone. Staff updated on the progress of the 2016 PIP program, which has concluded, and the work being put into launching the 2016 Youth Leadership Forum. The Committee was also presented with the next 2-year communications plan, which included several large-scale programs like a revamp of the Board’s website. The Committee was also given the updated Alumni Development plan, which contained the revisions and updates requested by the Committee in the March 2016 meeting. The Committee recommends that the full Board approve theAlumni Development Plan**.** The **MOTION**, coming from Committee, did not require a second. The **MOTION** carried unanimously. The Committee was also presented with draft logos and a tentative program name for the Alumni initiative, the VBPD Training Alumni Association. The Committee **APPROVED** the draft name and **APPROVED** a logo selection pending additional revisions to the chosen variant.

**APPROVAL OF STATE FISCAL YEAR (SFY) 2017 BUDGET:**

Ms. Nan Pemberton presented a brief synopsis of the budget to The Executive Committee, which recommended it be approved by the Full Board. This proposal included fiscal information on some of the following:

* State Funding (General)
* Federal Funding (Non General)
* Board Administration Cost & Programs (Operational Costs includes the salaries of Director & Admin Staff)

Listed are activities funded by the Board:

* Board Development Training
* Special Funds
* Disability Assessments
* Outreach & Information
* Training Programs (PIP & YLF)
* Programmatic Staff Salaries, & Alumni Development

The Chair asked for a **MOTION** to **APPROVE** the state fiscal year 2017 budget. Cindy Rudy made a **MOTION** to **APPROVE** the SFY 2017 Budget, and Marisa Laios seconded the **MOTION**. The **MOTION** carried unanimously.

**AGENCY REPORTS**

**Kathleen Vaughn, agency representative, Virginia Department for Aging and Rehabilitative Services (DARS):**

**PROJECT SEARCH**

We are in the middle of graduation ceremonies for our SEARCH graduations in 18 sites across the state. More than 100 youngsters with significant disabilities completed the nine month SEARCH experience with more than 80% being already employed, many in their host hospital. Next year we are having a host cite in a non-medical setting—expanding into a national conference center—another historic first for Virginia!

**Public Guardianship**

Based on new state funding, more than 100 significantly disabled adults will be processed thru the court system and offered necessary guardianship services. We are now also seeing this service successfully used with some of the more fragile consumers transitioning from state training centers to community settings who have no realities or natural, support systems.

**Manufacturing Academy**

WWRC just completed a week long camp for 20 youngsters with disabilities exposing them to careers in manufacturing. Several of these campers will return to the Workforce Center to participate in training along with others to receive their MT1 certificates which will allow them to compete for lucrative careers in manufacturing.

There are many other activities progressing at DARS, but these are three that are likely of interest to VBPD members.

**Ron Lanier, Director, Virginia Department for the Deaf and Hard of Hearing (VDDHH):**

**VDDHH Welcomes New Deputy Director**

Eric Raff began as VDDHH’s Deputy Director on May 2nd. He brings nearly 20 years of experience providing services to persons who are deaf, hard of hearing and deafblind. Most recently he served as Director in the Washington State Office of Deaf and Hard of Hearing for 12 years. He has extensive fiscal, budgetary and strategic planning experience. Eric has a Master’s Degree in Public Affairs from Indiana University, and an undergraduate degree in Accounting from Gallaudet University. As Deputy Director, Eric will have direct authority over VDDHH Administrative and Consumer Services programs including Technology, Interpreter, Outreach, and contractors. Please join me in extending a hearty Virginia welcome when you meet him!

**Outreach Expands its Focus on Medical/Health Access**

The 2015 General Assembly passed HB1956 which directs the convening of Stakeholders to develop a Guidance Document addressing communications access in hospitals for persons who are deaf, hard of hearing and deafblind. With the Department of Health taking the lead, and after several meetings and months of review, the Guidelines for Hospitals have been completed. Training has been scheduled for the Virginia Healthcare and Hospital Association (VHHA), whose members are primarily hospital administrators, for Wednesday, August 10. The VDDHH Director of Outreach will be presenting a condensed version of the training program that was developed by VDDHH for the member hospitals. It is important to remember that the Guidelines are not regulations, and it is still the decision of the hospitals to implement the guidelines.

**Deanna Parker, agency representative, Department of Behavioral Health and Developmental Services (DBHDS):**

**Waiver Redesign**

DMAS and DBHDS are working with the Office of the Attorney General and the Department of Planning and Budgeting to expedite the movement of the Emergency Waiver regulations for the three amended DD waivers through the regulatory process. Meetings have been scheduled to begin preliminary work on updating the provider manual. The state has received a series of clarifying questions from CMS on the waiver amendments and DMAS and DBHDS are working together to address the questions. DBHDS Provider Development reports that they have trained over 3,000 stakeholders on the components of the amended DD Waivers between February and June 2016. Waiver informational sessions for individuals and families are continuing and designated waiver experts across the state have been trained to deliver the trainings. DMAS, DBHDS, and DARS have joined together with the Waiver Redesign Communication Workgroup to host a series of stakeholder informational calls to answer questions about the amended waivers. There are two such calls, one for providers and one for family members/individuals scheduled most weeks through June and will likely continue on into July. Training is scheduled for late June (23rd and 24th) for CSB and private case managers on the new Waiver Management System (WaMS). A recorded webinar on (WaMS) will be available to providers on the 27th. The Family Navigator website has been revamped and a 24 hour information hotline has added to include information on the waivers.

**ISFP Program**

As of June 3, 2016 The INDIVIDUAL FAMILY SUPPORT PROGRAM (IFSP) has approved 2630 applications using $2,475,913 of IFSP funds during FY 2016. The requests funded fall into four major categories:

| Emergency Supports (rent, utilities,) | $224,805.40 |
| --- | --- |
| Safe Living Environment (respite, home modifications, home security | $648,318.59 |
| Improved Health Outcomes (medical expenses, specialized equipment, therapies) | $931,370.46 |
| Community Integration (camps, therapeutic rec, transportation services) | $664,681.84 |

The FY 2016 application period ends June 10th. All applications must be received by the IFSP office by close of business on the 10th.

**ID/DD Waiver Waiting List:**

| Waivers | ID  Waiver | DD Waiver | Total |
| --- | --- | --- | --- |
| Total Slots | 10717 | 1053 | 11770 |
| Urgent Waitlist | 5091 |  |  |
| Non-Urgent Waitlist | 3319 |  |  |
| Total Waitlist | 8410 | 2378 | 10788 |

**Training Center Updates**: As of 6/9/16 our current census is 359

| Training Center | Current Census |
| --- | --- |
| CVTC | 196 |
| SEVTC | 65 |
| SWVTC | 68 |
| Total | 359 |

**Housing Update**: [found on the DBHDS website here](http://www.dbhds.virginia.gov/library/developmental%20services/housing/housing%20outcomes%20update/dds_housing%20outcomes%20table_6_1_16.pdf)

| Baseline # of People in Target Population Living in their own home (as of July 2015) | 343 |
| --- | --- |
| Number of People in Target Population Living in their own home (after July 2015) | 124 |
| TOTAL # of People in Target Population Living in their own home | 467 |
| # of Rental Assistance Resources Set-Aside for the Target Population | 242 |
| # of individuals in Application/Voucher Intake/Housing Search Process | 89 |

**Independent Reviewer’s Report:**

Areas of change from Dec 2015:

* VA made the most progress moving into compliance in the area of Supported Employment data due to an improved data collection methodology and the data being provided by the Employment Service Organizations.
* Although significant progress was documented in the area of Independent Housing, only one of the two provisions moved from non-compliance to compliance.
* The provision requiring a real-time web-based incident reporting system moved from non-compliance to compliance based on the reporting now available through the DBHDS data warehouse.
* Two provisions requiring the Regional Quality Councils to review employment data came into compliance this reporting period.
* Three provisions moved from compliance to non-compliance. The transportation provision (III.C.8.a) moved to non-compliance due to a consultant study. Two provisions relating to crisis stabilization capacity moved from compliance to non-compliance due to the increase in stays over 30 days and insufficient capacity across regions.
* There were no findings based on the Individual Service Reviews conducted during the 8th reporting period because the sample of children residing in nursing facilities and ICFs/IID were too small.

**Charlotte Arbogast, Designee for Terri Smith, Virginia Department of Medical Assistance Services (DMAS):**

**Waiver Redesign:**

* DMAS is working with DBHDS on redesign of the disability waivers and rate setting. Significant work surrounding regulations, policy manuals, procedures, service authorization, communications and response to CMS questions is being handled collaboratively.
* The General Assembly provided authority to initiate the following new waiver services July 1, 2016 subject to CMS approval:

Shared Living, Residential, Supported Living Residential, Independent Living Residential, Community Engagement, Workplace Assistance Services, Private Duty Nursing Services, Crisis Support Services, Community Based Crisis Supports, Center-Based Crisis Supports, Electronic Based Home Supports.

* The General Assembly provided authority to initiate the following new waiver services July 1, 2017 subject to CMS approval. These services have been removed from the current CMS submissions:

Community Guide and Peer Support Services, Community Coaching, Non-medical Transportation, Benefits Planning

* Communications to stakeholders will be forthcoming as this project progresses.

**Overtime for Attendants – Department of Labor**

The Budget provide that the DMAS shall amend the State Plan and waivers to reflect that there is no authority to pay for overtime for consumer-directed personal assistance, respite and companion services. Effective July 1, 2016, no overtime shall be paid for a single attendant who works more than 40 hours per week. A work plan, emergency regulations and a communication plan are under development. Questions and Answers have been posted on the DMAS website, letters to individuals impacted have been sent by the Fiscal/Employer Agent, PPL, and data to understand the number impacted has been gathered. Live in attendants may work any number of hours and do not receive overtime pay per the federal Department of Labor Ruling. All other attendants may work only 40 hours per a single individual. Please watch the website for additional details.

**Rate Increases:**

Several rates were increased as a result of General Assembly actions this year including:

July 1, 2016 – Rates for private duty nursing in the Technology Assisted Waiver and EPSDT will rise by 11.5%.

July 1, 2016 – Rates for skilled nursing will increase 25%.

July 1, 2016 – Rates for adult day health services will rise by 2.5%.

Medicaid memos for all of these rate increases have been issued.

**Slots**

Authority adding up to a total of 355 waiver slots in FY 2017. This includes 200 for individuals at the top of the DD waiting list (as of June 30, 2016) and an additional 115 DD slots. This has been approved by CMS. Up to 40 emergency reserve slots may be created across the waivers for individuals with disabilities for emergencies, individuals transferring between waivers and individuals transitioning from an ICF or state nursing facility to the community.

**Studies**

DMAS together with DBHDS, DMAS, DARS and VDH will convene a work group with community stakeholders to 1) Recommend methods to improve data capture on the annual incidence of brain injury; 2) Review expenditure data for any Virginians with brain injury receiving care outside of the Commonwealth and evaluate options for best serving individuals within the Commonwealth. The report is due December 1, 2016. This workgroup has met once.

DMAS shall convene a work group of stakeholders including the DARS and dementia service providers and advocacy organizations to review the Alzheimer’s Assisted Living Waiver to determine if it can be modified to meet the 2014 CMS Home and Community Based Services final rule requirements and create a plan to ensure that current waiver individuals continue to receive services and address the needs of those with dementia who are currently eligible. The report is due by October 1, 2016. This workgroup has met twice.

**John Eisenberg, agency representative, Virginia Department of Education (VDOE)**

* The Virginia Board of Education has begun work on the “Profile of Graduates” which will redefine graduation requirements in the future. A number of stakeholder meetings have happened and more public hearings will occur in July and August.
* Every Student Succeeds Act (ESSA) has been reauthorized and final federal regulations are beginning the regulatory process. Virginia will begin to define our new accountability system based on the new requirements by 2017. Significant stakeholder input will be sought.
* Draft Restraint and Seclusion state regulations are still being reviewed by the Attorney General as requested by the Board of Education. All efforts are on hold until that review is completed.
* Statewide electronic IEP system is back on track and an RFP to obtain a statewide vendor to host the system should be released this summer.
* VDOE staff conducted a stakeholder meeting to get input on inclusion. A summary of the discussion will be used internally to plan technical assistance efforts over the next few years.
* VDOE will be hosting a massive summer workshop for senior school leadership on the Governor’s Classrooms not Courtrooms initiative that addresses discipline reform.
* VDOE will be hosting the 10th Annual I’m Determined Conference next week with close to 100 youth who will be taught self-advocacy skills.
* The department earned USED’s highest rating for results, compliance, dispute resolution and fiscal management. VDOE will not be required to undergo any technical assistance due to it low level of risk. Only 11 states received these high levels
* VDOE is sponsoring a number of co-teaching and inclusion institutes for teachers this summer at James Madison University.
* VDOE will be hiring a full-time dyslexia and specialized reading specialist in the next few weeks.

**Rick Mitchell, Deputy Commissioner, Department for the Blind and Vision Impaired (DBVI):**

**Rehabilitation Services Administration (RSA) Updates**

The Rehabilitation Services Administration (RSA) has indicated that the regulations implementing the Workforce Innovation and Opportunity Act (WIOA) for which it is responsible will be ready for release in June. The plan is for the federal regulations for all titles of WIOA to be released simultaneously. RSA also intends to host a series of meetings in Washington D.C., Chicago and Sacramento to familiarize state vocational rehabilitation agency personnel and other stake holders with the changes in the Code of Federal Regulations once the final rules are published.

**DBVI Employee Recognition Event**

On June 3, the Azalea Avenue campus of DBVI was visited by Governor Terry McAuliffe and Secretary of Health and Human Resources William Hazel. The two distinguished guests toured the Virginia Rehabilitation Center for the Blind and Vision and participated in an employee recognition event. Employees were recognized for five to forty-five years of service to the Commonwealth. To our knowledge, this was the first time the Governor visited this complex since the Center commenced operating from this site since 1972. [Pictures can be found at here](https://flic.kr/s/aHskBCHimK).

**Career Pathways for Individuals with Disabilities**

A Coordinator for DBVI has been hired for this position. DBVI had one participant in the Dream It Do It Academy held at Wilson Workforce Rehabilitation Center (WWRC) as part of Career Pathways for Individuals with Disabilities. He is interested in pursuing training at WWRC this fall to obtain his Manufacturing Technician (MT1) certification. He was quite excited about his accomplishments. A breakfast program was given to demonstrate what the students learned. Some Workforce and other DBVI staff were in attendance.

**The Roanoke Regional Office**

A new office space for DBVI Roanoke has been located at 1202 Franklin Rd., Roanoke, VA. Because of the build out required, it is being estimated that they will be able to move in September 1. In the meantime, a small office space was located for the administrative staff to use. The field staff are teleworking.

**Workforce Unit**

The Paid Internship program is off to a very successful start. Two individuals were placed into internships coinciding with their recent training. One is a college graduate and the other a recent student at Wilson Workforce and Rehabilitation Center working towards becoming a Certified Nursing Assistant. Both were successful in their internships and one was offered a CNA position in Maryland beginning at $15 an hour and the other was offered a job doing EMT and ambulance work and is continuing to be offered interviews. A recent college graduate from Eastern Mennonite University was placed in an internship in Harrisonburg with Church World Services and a current student from UVA has started a paid internship this summer in Charlottesville. Virginia Tech has agreed to be an internship site and the Roanoke Office has several clients ready to begin.

We are beginning to set up unpaid work experiences. We are working with Catholic Charities in Virginia Beach and Intercept Youth Services in Richmond as our first sites. The work experience is a wonderful way to get hands-on experience, build a resume and obtain a letter of recommendation, as well as a possible job offer.

The Workforce Specialists have been busy setting up mock interviews, informational interviews, running job clubs, and placing job seekers directly into competitive employment. The team has been laying the DBVI foundation statewide by sitting on Workforce Investment Boards, attending Business Services/Solution Team meetings, Society for Human Resource Management (SHRM) meetings and chamber of commerce meetings and events.

A very successful job fair sponsored by the Capital Region Business Solutions Team was held in the LRC on the DBVI Campus. Approximately 11 disability-friendly employers including Lowe’s, Tele-Performance and T-Mobile were present. There were close to 100 job seekers including many DBVI consumers. The Coordinator of Workforce is currently working with TJ Maxx Corporate in establishing a paid internship program within the stores for our consumers who wish to work in retail. We are continuing our partnership with CVS and remain the point of contact for Wells Fargo’s Customer Care Centers as well as branch locations. We are very pleased with the foundation the workforce unit has laid in a relatively short period of time. We will continue to move forward building new was none.

**Melissa Gibson, agency representative, Disability Law Center of Virginia (DLCV):**

* DLCV is looking to receive consumer input on goals for upcoming fiscal year.
* Ms. Gibson requested VBPD place a REQUEST FOR PUBLIC COMMENT for Upcoming Goals & Objectives on The Boards’ Facebook Page.

**OTHER BUSINESS:**

There was none.

**ADJOURNMENT:**

Board Chair Charles Meacham called for other business. There being none, The Chair proceeded with closing comments and reminded board members to complete the Evaluation Forms, Committee Survey Forms, and to ensure their directory information is accurate. The meeting was then adjourned.