

## Family Care Council Area 15 – November 18, 2009 Regularly Scheduled Meeting Minutes

In attendance: Chairman Nancy Moody, Vice Chairman Sonja Bielecki, Secretary Ruth Wingate, APD Liaison Beatrice Dejoie, pending member Lisa McGlone, Diane Ciccarelli, Paulette Beurrier, Tanya Koors, Terese Cavanagh, Faith Gisondi, Sheri Koors, Ken and Joann Johnson, Greg Adams, Shirley Miller, Margie Harris, Gregg Howard, Noreen E. Ruffolo, Steve Peebles, Dennis and Rosemary Foulkes, Ramona Loutos, George Boulahanis, David Tyrrell, Terri Hoffman, Terre Duval, Rhonda Sloan, Cathy Allore, Chantai Snellgrove, Suzanne Foster, Sue Jacoby, Nina Powell and Natalie Covrell.

Meeting called to order by Chairman Moody at 10:06 a.m. She welcomed the large group of participants, and introductions were made.

The minutes of September 9, 2009 were moved for approval by Ms. Wingate, with the amendment to remove reference to FCCF bylaws, as they may only be amended by FCCF members. The motion was seconded and the minutes approved as amended.

Chairman Moody requested reading of the October 14, 2009 minutes. Ms. Bielecki moved, and it was seconded and approved that these minutes be accepted as read.

It was noted that the Family Care Council Area 15 has received notice that two nominees have been denied membership by the Governor's appointment office, and the remaining two are pending notification. Ms. Wingate asked the group to consider asking Mr. J.R. Harding, the new liaison between the Governor's office and the Family Care Council to give us further insight into the nominating and acceptance process. Mr. Boulahanis also requested that the information include (1) Criteria or specific qualifications considered for nominees, (2) A request for reasons why candidates are not appointed, (3) The process of determining whether nominees are appointed or rejected, (4) A timeline so candidates can anticipate appointment in a reasonable timeframe, and (5) Can the process be appealed? Ms. Wingate moved, and it was seconded and approved that members approach Mr. Harding regarding this matter at the upcoming Family Care Council Florida meeting on November 20 and 21, 2009 in Orlando. A report on this matter will be presented at the FCC-15 January 2010 meeting.

Ms. McGlone reported that she successfully negotiated meeting space for the Council for the upcoming six months, from January to June, 2010. Meetings will continue to be held on the second Wednesday of the month, from 10a.m to 12 Noon at the Florida Atlantic University Treasure Coast Campus, 500 N.W. California Boulevard, east of the St. Lucie West Boulevard I-95 exit. The room location will be determined at a later date, but participants can ask direction at the campus' main office upon arrival. Discussion also concerned phone capability of the facility so that members not in attendance could participate from another location. Ms. McGlone indicated that phone service is available, and Ms. Dejoie volunteered the use of the phone APD uses for conference calls and to arrange the phone line and phone for the January 13 meeting. It was moved by Ms. Bielecki, seconded, and approved that the Family Care Council act upon the recommendation of facility by Ms. McGlone along with the loan of the phone and expense of the phone line from APD. Chairman Moody examined the contract, signed it, and expressed appreciation, along with all members for Ms. McGlone's assistance in finding a centrally located place to meet without charge that can accommodate conference calling.

Chairman Moody indicated that sixty-five letters of request for donation to the Family Care Council were sent out. The APD wait list meeting is planned for December 9 from 6 to 8 p.m. Ms. Dejoie suggested that wait list families and waiver recipients join together to attend these informational meetings. It was moved by Ms. Bielecki, seconded and approved that Ms. Moody negotiate with the meeting organizer at APD with the offer that FCC-15 pay half the December 9 meeting room rental expense, and be allocated half the program time, in response to APD's request for FCC to pay all rental expenses for that meeting.

An informational presentation on the CDC+ program was given by the CDC+ Training and Outreach Coordinator, Ms. Rhonda Sloan. She can be contacted at her Tallahassee office at (813) 569-4789 or by email at [rhonda\\_sloan@apd.state.fl.us](mailto:rhonda_sloan@apd.state.fl.us).

Ms. Sloan indicated she will be doing the training for participants entering CDC+. This program is an alternative to the Medicaid Home and Community Based Services Waiver for individuals with Developmental Disabilities. There is no additional cost to the state to offer this alternative as individuals bring the funding from their current cost plan budget to the CDC+ program. Participants agree to reduce their budget by 8% for administrative expenses, with an additional 4% reduction in cost plan up to a \$160 yearly cap for fiscal agent services.

Ms. Sloan noted that the deadline of November 13, 2009 to opt into this program has passed, but interested parties should immediately send their paperwork, and also call the CDC+ customer service number at 866-761-7043 to notify of their interest.

CDC+ was piloted in 1999, was a demonstration project in 2004, and then was approved by Medicaid as a traditional Waiver option. Participants must live in their own home or family home, not an institution or group home. They must be able to direct their own care or select a representative to act on their behalf to direct that care. The representative of a CDC+ participant must be at least 18 years of age. Ms. Sloan indicated that this option in service delivery is based on choice and flexibility, with services that exceed the scope of those available on the traditional Waiver. Special purchases not funded by CDC+ can be paid for with unspent, unrestricted dollars through savings on provider hourly rates to meet such needs as dental services, summer camp or prescription co-payments. However, unrestricted dollars will be subject to a regular recoupment schedule. These unrestricted dollars must be allocated to a special savings account for identified, planned purchases to cover actual need over the next year. If the intent is to save for purchases more than 2 years ahead, the central office must approve that extended savings time period. Examples of services that are funded at 100% without the 8% and 4% reduction are environmental modification, considered a one time expenditure, vehicle modification and durable medical equipment. Participants or their representative will receive one day of formal training, with the balance done by the participant through the use of the CDC+ Notebook at [www.apd.myflorida.com/cdcplus/](http://www.apd.myflorida.com/cdcplus/) website. It is expected that the Representative position requires approximately 4-6 hours a week, but after becoming experienced in submitting the required paperwork, it can take as little as 5 minutes a week. Payroll information can be submitted on line, questions can be answered by phone or through customer service. All participants retain the option to resume their former Waiver status at any time. The program allows family members, friends and even current Medicaid providers to be hired who meet the criteria and licensing for that particular service. All providers are required to have a background screening and fingerprinting, and this cannot be paid for by CDC+ funds, but can be paid with the participants personal funds. If current Medicaid providers are chosen, they will be working at a newly negotiated pay rate, and will use CDC+ provider identification instead of Medicaid identification. All State of Florida wage and hours laws must be followed by the participant or their representative, as they are now considered a business entity. All pay rates are negotiable with providers, however \$7.25 is minimum wage, except for companion services. Under this program, providers 14 years of age or older can be hired to provide services.

The CDC+ plan allows only three direct-hire staff, but a company, business, independent contractor or agency does not count toward this three direct-hire limit. Hiring packets are available online and include information on where to find employees, how to phone screen potential employees, discussion of FBI fingerprinting and the local and state background screening. Individuals with critical service needs must have two backup providers written into their plan to ensure continuity of service in emergencies.

As mentioned, the cost plan is carried over from the former Waiver budget. All individuals moving into the CDC+ program should locate their current support and cost plans, as they are the baseline for CDC+ planning. Budgets for services purchase are deposited monthly, with the total cost plan, minus the administrative and fiscal agent fee, divided by the 12 months of the year.

Participants or representatives will receive technical assistance regarding their CDC+ plan through CDC+ consultants. Support coordinators originally hired by families can act in this new capacity if they are certified as CDC+ consultants, and do not count as a direct-hire staff, as they bill directly to Medicaid. The consultant approves the cost plan, and it is sent to Tallahassee by the 20<sup>th</sup> of that month. The purchase plan can be amended, as circumstances dictate. A cash check is a means of paying for services directly, but requires strict receipting procedures and is held to a fixed amount based on projected expenses. All providers other than consultants submit invoices or time sheets to the participant. This information is forwarded to the fiscal agent who writes checks to providers and furnishes a monthly statement showing both income and expenditures on the participants account. Medical services received through the State Medicaid Plan for minors do not affect the cost plan, as they are separate from the Waiver and CDC+.

The Representative is chosen by the participant, and acts as an unpaid employee on the participants behalf. The Representative cannot perform any paid service for the participant they assist.

Some employees can be exempt from Social Security or Medicare deductions from their earnings. These would include parents, step-parents, the participants spouse, the participants minor child or other minors under the age of 18 such as the sister or brother of the participant. However, if these minors have left school before graduation, they are no longer considered exempt employees for these payroll

deductions.

The three direct-hire positions receive W2 forms for tax purposes, but agencies do not.

Providers are paid bi-weekly and their funds are available to them when using direct deposit services on the Tuesday following the deadline for submitting their timesheets.

Chairman Moody thanked Ms. Sloan for her informative presentation, and the business section of the meeting continued.

Ms. Bielecki moved, it was seconded and approved that funds be allocated to pay for postcards to acknowledge participation of attendees at the upcoming APD wait list meeting in December.

Ms. Bielecki moved, it was seconded and approved that funds be allocated to pay for Chairman Moody and Ms. Wingate to attend the November 20 and 21 Florida Family Care Council State Meeting.

Ms. Wingate indicated that Ms. McGlone and Ms. Ciccarelli paid a productive visit to Senator Negron. Ms. McGlone felt that their visit, joined by her son was successful, and that the Senator seemed particularly interested in the concept of funds raised by individuals to address the wait list being matched by the State. Ms. Wingate indicated that she would contact Ms. Dissis regarding her agreement to provide further information by request of Representative Fetterman's office on issues regarding disability.

Ms. Bielecki moved, it was seconded and approved that Ms. Wingate be reimbursed expenses for mileage and admission to attend the Legislative Summit sponsored by the Treasure Coast Advocacy Coalition. Ms. Wingate indicated that she is continuing to pursue information regarding the Family Care Council becoming a member of that Coalition.

Ms. Bielecki moved, it was seconded and approved that Chairman Moody produce 750 inserts to use with the Councils brochure at the cost of approximately \$200.00 and postage of approximately \$20.00.

Chairman Moody indicated that future commitments would challenge her in continuing as Chairman of the Council. However, Ms. Bielecki moved, it was seconded and approved that Ms. Moody continue in that capacity, with the understanding that when the membership pool increases, another election would be in order. Ms. Bielecki moved, it was seconded and approved that Ms. Wingate would assume the office of Vice Chairman, and Ms. Moody appointed Ms. Wingate to also continue as Secretary to the Council.

The Family Care Council Area 15 meets on the second Wednesday of the month from 10 a.m. to Noon at the Florida Atlantic University Treasure Coast Campus at 500 N.W. California Boulevard, Port St. Lucie, Florida, with specific room location given at the University office. There is no meeting of the Council in the month of December, 2009. Meeting dates for 2010 include January 13, February 10, March 10, April 14, May 12 and June 9.

Meeting was adjourned at 12:47 p.m. Respectfully submitted, Ruth Wingate, Secretary FCC-15

