

# Area 7 Family Care Council Meeting

June 16<sup>th</sup>, 2009 Minutes

Mark Street Senior Recreation Complex

**I. Welcome and Introductions:** Donna Rauber, chairperson, called the meeting to order at 10:05 am and provided attendees with copies of both the March and May FCC Minutes along with a copy of the established Waitlist Priorities. Individual introductions followed.

**Attendees:** Chris Dugan\*, Don Faller\*, Jay Dyer, Jeannie Forthuber\*, Ginger Henson, Patti Jarrell, Sarah Jones, Lecia Knighton, Doreen Nelson, Paulette Nelson, Merari Pérez, Donna Rauber\*, Samme Ripley, Jennifer Rogers, Karen Rogers, Cathy Rogerson, Maryann Sarra\*, Karen Silvernail, Lois Smith\*, Carol Solomon, Simone Tetreault, Laura Lee Wright, and Patricia Young.

\*Denotes Gubernatorial Appointed FCC Members.

**PLEASE NOTE: It was not until after the meeting that it was realized that a quorum of Gubernatorial Appointed FCC Members was NOT present during this meeting. The following Minutes will reflect motions made and the result of the votes taken but each motion will need to be made and voted on again during the August 19<sup>th</sup>, 2009 FCC Business meeting.**

## II. FCC Business

### ▪ Minutes

Don Faller made a motion to approve the *March 18<sup>th</sup>, 2009* minutes. Lois Smith seconded the motion. The motion carried unanimously. Lois Smith then made a motion to approve the *May 20<sup>th</sup>, 2009* minutes. Maryann Sarra seconded the motion. Council members unanimously approved the minutes as written.

### ▪ Treasurer's Report – Donna Rauber

As of May 31<sup>st</sup>, 2009, there was a balance of \$5,200.00. There have been some supplies ordered and stamps purchased that are not reflected in this amount. In addition, a parent residing in Brevard County had requested travel expenses to attend Family Café. Donna shared that she had not received confirmation that the parent had submitted the required authorization form to the District office. This could be additional outstanding monies still not deducted from the account.

### ▪ Membership Drive Update – Don Faller

Initially about 200 letters sharing information about our local FCC were mailed out to persons from our existing data base in the quest of expanding our associate membership. An additional 261 letters have since been posted. Don requested information on any new leads that attendees might have. Don also said that he wants to contact the local Downs Syndrome Association to see if they would be interested in helping each other advertise their respective organizations. Jeannie offered to contact Amy to see if all three could meet over lunch.

As there were some new attendees, Donna shared information about FCC in general and the difference between being a FCC Gubernatorial Appointee and an Associate member. Donna further explained the intent of the membership letters.

## III. APD Update – Merari Pérez, APD Area 7 Acting District Administrator

Merari began by saying that although she is currently acting as interim Area Administrator, her 'official position' is that of Program Operations Administrator for Client Service. In this capacity, Merari supervises the Waiver unit for individuals currently receiving services through APD along with supervising the General Revenue Unit (Waitlist). Merari shared that the goal is to assign a District Administrator for Area 7 by the beginning of the new fiscal year.

### Updates:

▪ The **CDC+ program** will be expanding the current enrollment to include an additional 2,500 individuals statewide. The program will be open to everyone on the Waiver and will add participants each fiscal year if there is an interest. Trainings detailing what the program entails (i.e.: fiscal responsibilities) will be held for consumers/families/representatives prior to them making a final decision. Training has begun for current Support Coordinators to become certified CDC+ Consultants and to receive their Medicaid numbers by July 1<sup>st</sup>.

▪ Once a **Cost Plan** is reviewed and monies are assigned, the allocation will remain the same for the next 3 years unless there is a change in circumstances. If an individual's health and safety requires an increase in funding then justification needs to be submitted through the Support Coordinator or Consultant. Target date for implementing this change is September 1<sup>st</sup>, 2009.

▪ With the **Flexible Benefits Program** approved monies will no longer be 'stuck' to a particular service provision with some exceptions (i.e.: monies allocated to pay for skilled nursing services that are no longer needed cannot automatically be transferred to pay for companion services. A review will be needed). Monies allocated in the cost plan for

ADT, Companion, Respite, Supported Living, Supported Employment and In-home Supports, however, will become interchangeable and no longer require prior authorization.

- The concept behind the **Prepaid Services Program** is much like the prepaid college plan. Families will be able to contribute monies throughout the years so that when their child reaches the age of 22 they will be able to 'cash in' (in the form of vouchers) what they have invested. Monies can be used for needed services that exceeds the designated annual dollar allotment for individuals on the Waiver or for those still on the Waitlist.

- **Waitlist Priorities** have changed but not effective until July 2010. No longer is it strictly based on the date that an individual becomes APD and Medicaid eligible. Rather, there are now 7 categories. Category #1 includes individuals determined to be in crisis. Category #2 refers to children "who are from the child welfare system with an open case in the Department of Children and Family Services' statewide automated child welfare information system". For individuals falling into one of the remaining 5 categories the Agency will maintain a Waitlist "in the order of the categories first and the order of the date that the client is determined eligible for waiver services second". A copy of all 7 categories is available upon request.

#### **IV. FCC Strategic Planning Session**

- Donna initiated and facilitated conversation regarding the various directions that Area 7 FCC can take during the upcoming fiscal year. After discussion about whether to remain as an active council (minimum of 6 meetings per year) or go inactive, Lois Smith made a motion to remain as an active Council. Jeannie Forthuber seconded the motion and the motion carried unanimously. Donna has been Area 7 FCC Chairperson for 4 one year terms. This is the maximum amount of time that a person can serve as Chairperson as set forth by statute. As a result, Donna must step down. Donna pointed out that the Chairperson must be a Governor appointed member. Donna volunteered to continue being the Information Coordinator. Being the secretary for FCCF, Donna also said that she will be happy to serve as the Area 7 FCC representative. Donna further added that she will be willing to take on the role of FCC Treasurer.

- The ability to conference call between meetings was seen as a must in moving forward.

- Discussion took place about having fewer but more quality meetings during the year and then re-assessing at the end. Carol Solomon shared that APD is to plan at least 2 Waitlist Public Forums during the year. It was expressed that perhaps FCC can co-sponsor with APD. Additional ideas for the Community Outreach meetings included: (1) CDC+, (2) Guardian Advocacy, (3) Waitlist, (4) Housing, and (5) an APD Family Focus meeting that can tie-in Legislative issues. Jeannie Forthuber made a motion that we have 4 Business meetings and 4 Community meetings during the upcoming fiscal year. Lois Smith seconded the motion and it was carried unanimously.

- Jeannie Forthuber made a motion that the 4 Community Outreach meetings during the 2009/2010 fiscal year include: CDC+, Guardianship, APD Waitlist and a Legislative Family Focus Group (during the month of February). Chris Dugan seconded the motion and it was carried unanimously.

- Simone Tetreault expressed the importance of having an opportunity to provide families with the tools that they need in hiring quality providers from the front end. Attendees echoed the importance of addressing this issue and offered the following possible venues: (1) during an APD Public Forum, (2) having a Fair with providers, or (3) at an FCC Community Outreach meeting.

- After discussion, Lois Smith made a motion for Jeannie Forthuber and Chris Dugan to Co-Chair FCC during the upcoming fiscal year. Don Faller seconded the motion and it was carried unanimously.

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**Next FCC Meeting** will be a business/working meeting held on August 19th, 2009 at the Mark Street Senior Recreation Complex from 10:00 am to noon.

Donna adjourned the meeting at 12:20 pm.

Respectfully submitted,

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Donna Rauber, Chairperson

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Chris Dugan, Secretary