

FCCF-Work Group Meeting
March 17, 2006
Hampton Inn, Orlando, FL

Present: Ann Millan, Patty Houghland, Bob Wessels, Joy Frazier, Sheryl Soukup, Beverley DeStories, Betty Kay Clements, Edith Kagle, Chris Dugan, Stephanie Kahn.

Chair, Ann Millan, called the meeting to order at 1:35pm. She announced that the next FCCF meeting will be held at the Hilton Garden Inn.

Treasurer, Bob Wessels, announced that FICD will take the minutes of the FCCF meetings from now on. The FICD will contract with Donna Rauber to take the minutes. We have not received the minutes from the last meeting, when APD took them. We have \$5700 neutral on budget. The available remaining balances of all the districts is at \$95,000 if the districts do not spend their remaining funds. It is being recommended that any area FCC that anticipates not spending their funds, consider transferring the funds to FCCF's budget.

Draft Support Plan: Ann, Bob, and Patty had a conference call to review and discuss the Draft Support Plan. They could only relate to the areas that they have had experience in. They are asking that others take sections of the Draft Support Plan that they are familiar with. Comments can be made and accepted until next week. Some of the problem areas are:

No guidelines are clearly defined-

In the General Abilities Section, the words being used to describe the ability of the individual are Independent, Minimal, Moderate, Substantial.

Questions/Concerns-

1. Parents are most likely to pick the highest level of skills resulting in higher abilities which will result in lower dollars for cost plan.

2. Isn't clear who is involved in filling information out. It will be filled out electronically. People involved with APS will have to do this procedure. People on CDC+, FSLW, and GR will not.

3. Does not have a place for an emergency contact.

4. Support Plan usually is written by Support Coordinators without parental participation. Parents are asked to sign blank support plans, then the Support Coordinator leaves, goes and fills out and submits.

Person Support Plan Section, on a positive note, is easy to read with the large print. However, it doesn't have a place to say who helped to fill it out. There should be a place to identify upfront who filled the document out.

Consent Form-We are requesting it to be rewritten. It is too legally written, hard to understand, and the print is too small.

Part A-Consumer Information-There are two sets of instructions. The first is if the Support Coordinator is filling the document out. The second is if the consumer is filling the document out. It is complicated and confusing. Some Support Coordinators are having parents sign Support Plan before totally written and submitted without parents or guardians checking the document. This is done to save time and so another visit is not needed to be scheduled for signatures.

APS-There is no room for choice. There should be a N/A box added. The APS should be tested with a variety of families to have a wider assessment of areas on how it works with varied individuals abilities. There are concerns of how it is put together and a lack of knowledge of how it comes up on the computer. We recommend that the FCC's do hands on test piloting. The APS should not be implemented without pilot testing.

POM-Should be a part of the APS. Long term goals and short term goals should be on the APS. Patty reported that in Area 1's POM training, the participants actually went out and did interviews with consumers and had to come back and give a report. Sheryl and Patty will focus on writing an advisement on this.

IQC-Isn't impartial. Choice is not an option on APS and our choice is diminishing on issues. Consumable medical supplies is another issue. Quality of Life issues should be emphasized.

Concern: How is APS going to be filled out? If on a computer, some consumers do not have internet access. Therefore, the Support Coordinators will have to have hard written copy and then go to the office and put it in the computer and then consumer and/or families can't see what actually is being submitted.

Statewide Provider Plan-Not user friendly word wise. No family input in this. No mechanism to recruit providers. No solicitation for providers is a problem. Providers are not participating in Provider Fairs because they are scared due to the fact that they signed a No Solicitation Clause and they view the fairs as soliciting.

Provider Development-The "packet" is too large and the process to get certified is too complicated. Suggestion: Have potential for providers to come to the district office to fill out the paperwork sections that pertains to them. The packet has a lot of information that isn't pertinent to some providers. Question: Is the packet designed to legally protect the state or discourage the provider, thereby, reducing the cost for the state?

Fingerprinting-Why do providers have to do this more than once? They have to be re-fingerprinted every 3 years. This is too daunting. FDLE holds all of the fingerprints. Fingerprints do not change. Suggestion: Whole application process should be revamped. The length of the packet and screening procedures should be provider friendly. Recommendation: designate each area have an OPS person to go to the providers and recruit and help to go through the process.

Recommendation: Have a Bulletin Board on FCCF website for providers to list if they have openings for clients in certain areas. If providers are decertified, the district can let us know and we will remove from the website Bulletin Board.

Provider Fair-Ann reported on the Provider Fair that she was hired to coordinate. The Fair cost was under \$20,000. Respite was provided for 15 individuals. The total cost for the respite was \$1200. There were 5 or 6 respite workers.

*Newsletter-sent out 6 weeks before.

*Booklet was provided. Contained very helpful information, including a form to find out your waitlist number.

*People wore ribbons that were color-coded as to the counties they were from.

*The listing of providers in the book was not "solicitation" but "information"

*Providers were charged \$25.00 for a presentation table.

*Ann worked a total of 6 weeks on the fair. Three of the weeks were 40 hour weeks.

*Everyone was invited from other districts. The School system and Voc-Rehab also sent out information about the fair.

Idea for CAFÉ-An FCCF presentation. Take articles from Provider Fair Book.

1. Working Together-Relationships-Consumer, Family, Provider-Respect, Team Work, Collaboration.
2. Code of Conduct
3. Interviewing for APD Provider Services
4. Good Stories about respite, NRSS, Supported Employment, etc.

Possible-a diagram on how waivers relate to GR dollars. Explanation of waivers and how they are funded, etc. APS, Triage, Choice, Self-Determination, Maximus, etc. Add "Key Words" for families.

Will discuss and form a committee at FCCF Meeting on Saturday to develop a presentation and booklet for FCCF to present at CAFÉ.

Ann asked if we needed an updated FCCF brochure. It was decided yes.

Sheryl announced her council will have representation for DD Day in Tallahassee.

Ann announced at the May meeting at the Hilton Garden Inn, Anne Buechner from the Center for Quality and Leadership Council will be doing a training. We are asked to bring some of our members. It will be done on Friday and we will have our regular FCCF meeting on Saturday.

Ann announced that John Hall is calling in during the FCCF meeting on Saturday. He will be discussing some legislative issues. One being Consumable Medical Supplies. The legislature has mandated that everyone on all of the waivers, except CDC+, is to get their disposable incontinent medical supplies from one supplier. The bid went out and is now closed. There were 5 submissions. Problem: Not one RFP statewide has worked and they

are taking away individual's freedom. We won't be able to get items needed because not all providers of equipment can get certain supplies. Sheryl announced she will write a letter that will be sent to the legislatures making a suggestion to pull out ostomy/colostomy supplies from the RFP. Diapers are a different issue from incontinent medical supplies, which could pose a health issue.

Delmarva/IQC Meetings-Ann has been going to these meetings for a year. She is writing a letter on FCCF letterhead about the IQC. Discussion was tabled until the meeting on Saturday.

FCCF wrote a letter to the Governor over an Employment Proclamation asking for 1% of state employees to be disabled. She hasn't heard anything as of yet.

Ann is going to write Kerry about asking for performance rating on PA. She will tell him it's not productive, and could be counter-productive. She will make up a new survey and sent it around at Saturday's meeting to be filled out. She will make copies and then give them to Stephanie to give to Kerry.

Membership is an issue with all of the districts

Nominating Committee has come up with a slate of officers. Officers will only accept if there are Co-Chairs. Therefore, we need to change the by-laws to allow for Co-Chairs. Discussion: Motion will need to be made at tomorrow's meeting. Bob read from the By-Laws. It states that someone will have to submit the motion in writing at the meeting on Saturday. The job of the Chair of FCCF entails voluminous work. Ann is asking someone to make the submission. Edith and Betty Kay will work together.

Website-The current FCCF balance on account is \$93,000. Ann has made some telephone calls about upgrading our website. Dave Vaughn gave her a name of someone in Orlando. She has requested information from them on costs of upgrades to be done in different stages. Anything under \$2500, doesn't require a bid. This could also be done through FICD. Sheryl said it would be and should be our focus to hire someone who has developmental disabilities or is a relative of someone with developmental disabilities, who does computer website design as a business. We will bring this up at the meeting on Saturday.

There being no further business, Sheryl motioned to dismiss. Beverley seconded. Vote-unanimous. Meeting adjourned at 5:45pm.

Respectfully Submitted,

Joy Frazier, Secretary