

FAMILY CARE COUNCIL FLORIDA

The mission of the Family Care Council Florida is to advocate, educate, and empower individuals with developmental disabilities and their families, partnering with the Agency for Persons with Disabilities, to bring quality services to individuals for dignity and choice.

Betty Kay Clements, CHAIRPERSON
Holiday Inn Select Orlando Airport
Orlando, Florida
July 19, 2008

MEMBERS PRESENT:

Betty Kay Clements, FCCF Chairperson
Lynn Carper, FCCF Secretary, A1 Chair
Frank Carroll, A3 Representative
Isabel S de Martinez, A13 Chair
Maria Quinones, Area 4 Representative
Maryellen Jones, A9 Representative
Phil Pearson, A12 Chair, FCCF Treasurer
Linda Herring, A7 Representative
Patty Houghland, Past FCCF Chairperson
Beverley Destories, Suncoast Region Representative
Pete Wesley, A14 Representative
Pauline Lipps, Suncoast Region (East) Chair
Maria Eash, A8 Representative

STAFF & GUESTS

Terri McGarrity, APD Central Office
Stephanie Khan, APD Central Office

I. CALL TO ORDER

Chair Clements called the meeting to order and reviewed the FCCF packet: FCCF Meeting Agenda, FCCF Minutes--May 17, 2008, APD, 2008 Session, Legislative Wrap Up Report, APD Central Office Phone List, 1-page alpha order, APD Central Office Phone List, by department, Florida Benefits Information Resources Network (FBIRN) Contacts, Voting in Florida, A Guide for Citizens with Disabilities, booklet and information disc, The Most and The Greatest, inspirational handout, APD Fight Medicaid Fraud, Florida Benefits Information Resource Network, Disability Benefits & Work, information sheet, Family Care Councils Schedule of Allotments, dated 6/30/08, FCCF Expenditure Report FY 07/08, Governor's Commission on Disabilities, 2008 Report, Recommendations section only, Informative Web Sites, resource, 2008-09 Conferences, Florida Medicaid, AHCA. Summary of Services 2007-2008 disc

II. OPENING BUSINESS

Discussion:

- Importance of educating on voting protocol
- Access to polls.
- Web sites handouts (sign up to receive updates and information).
- Conferences to report back to FCCF so that so that information could be shared.

Past FCCF Chair, Patty Houghland, asked if APD participating in "Reinventing Quality" in Baltimore, MD August 10-12, 2008. Terri McGarrity, APD Central Office, will report back.

Stephanie Khan, APD Representative, reported FY 08/09 FCCF meeting room secured for dates:

- September 19 & 20 2008
- November 14 & 15, 2008
- January 16 & 17, 2009

- March 20 & 21, 2009
- May 15 & 16, 2009

NOTE: Contract with Holiday Inn Select up for renegotiation July 2009.

III. INTRODUCTIONS AND UPDATES

Chair Clements opened meeting with members' introductions/updates:

Lynn Carper, A1—meetings are having good attendance with May's meeting having approximately 125 to 130 in attendance where updates were shared with all regarding APD updates, tiers, etc. Effective July 2009, her membership term will end and another FCC chair will represent this area.

Frank Carroll, A3—New chair will be announced at their next meeting. They sponsored six families to attend Family Café this past year. They have future plans for a forum on APD changes following the July 28th report regarding tiers.

Isabel de Martinez, A13—Their council has a good variety of memberships. This year they are working on their support plan and beginning committee work. They have had a presentation on the “go to meeting” to save on travel and open meetings up to others who could attend at a library in their community to address those living a distance from the meeting. They are experiencing a supportive and good rapport with their area APD office.

Maria Quinones, A4—They experienced a successful conference January 2008 and are planning another in January 2009. They are currently working on a brochure to share with hospitals. She shared the resource: www.gotomeeting.com and how this is working in their area to give access to more outlying participants to attend meetings and get information and updates. She will email this information to Chair Clements who will share with all area council's chair/representative.

Maryellen Jones, A9—Her daughter, Faith (a self-advocate) and another self-advocate, Kristen, are the new co-chairs. Their council has focused on making products. Maryellen will be presenting later these products with main focus on Supported Employment and Supported Living.

Phil Pearson, A12—they have a small council reaching Volusia and Flagler counties. Issues regarding travel time/expense from county to county to attend meetings exist. Phil continues with newsletter mailings and website updates for this area council.

Linda Herring, A7—they are going through transition issues in light of member Donna Rauber experiencing medical challenges. Linda thanked all FCC's for continued support extended from other area councils.

Patty Houghland, Past FCCF Chair—she continues to serve on Governor's Task Force for Autism. Final Report from this task force is due June 30. Patty expressed concerns regarding the agenda of some members and voiced disappointment that this task force addresses autism only and not all developmental disabilities diagnosis covered by the waivers. The 24 hour Florida news channel in your area sometimes airs these meetings about 2 am she noted.

Beverly Destories, SunCoast Region—this year they successfully sponsored two provider fairs for St. Pete and Clearwater areas. They are a unique FCC with 60% to 75% self-advocates.

Pete Wesley, A14—Did not meet in July. They have good support and cooperation from their area APD office. She expressed concern with a rumor that APD staff liaison to FCCs position would be eliminated. Their FCC is dependent on their liaison for success. Their present project is a training video for hospitals regarding patients with DD—particularly those non verbal. The projected kick off is September. Discussion held on how brochure from A9 could be used with this video. Their FCC and APD staff are planning a workshop for January 2009.

Pauline Lipps, SunCoast East Region—From Interim Chair she is now the “official” FCC Chair FY 08/09. She shared the hardship of their local APD office being 122 miles round trip for her. This council operates mostly from her home and via email contacts. Concern over pending applicants, of their 7 appointed members currently—five out of the seven were a year to get appointments. Two of their members are self-advocates.. They have project for Area Law Enforcement training on dealing with nonverbal individuals with disabilities. They have a member (self-advocate) who only communicates through an electronic card device or computer who is spearheading this project. They are working to be involved with APD Quality Steering Committee in their area. To assist distance issues for members, they are having satellite meetings at a local library in Sarasota and have just purchased a spider phone to connect to meetings via toll free number to attend meetings. In the near future they will be outreaching to Desoto County. They will be sponsoring a provider conference in October in Sarasota.

Terry McGarrity, APD Central Office, made introduction only.

Stephanie Khan, APD Central Office and FCCF Liaison with APD—shared that Governor’s Appointments office has hired an additional employee.

Maria Eash, A8—shared regarding challenges with turnaround in receiving Governor Appointments for their area council as contributing to hindrance in successful membership roster. Shared regarding FCC applicants/members participation in area support & resource groups and committees. This council also sponsored families to attend Family Cafe.

IV. FCCF AGENDA ITEMS/BUSINESS MINUTES

Chair Clements asked for corrections for May minutes. Frank Carroll moved that minutes be accepted. Lynn Carper seconded motion. No discussion held. Minutes approved by consensus.

FINANCIAL REPORT

Report given from FCCF Treasurer Phil Pearson—handout in FCCF packet. FCCF starts FY about \$5,000 in the red. Concern that FCCF relies on Area councils not spending all their budgeted money. He suggested that if not comfortable with \$5000 in the hole, Area FCC’s be asked for an extra \$500 at the beginning of FY, or explore other means. Chair Clements commented that a few councils not expected to spend budgeted amt. gave the extra up front. She felt it important to explain why we need it as some do spend all or most of their money.

FCCF Treasurer suggested that Chair Clements write a letter requesting local FCC’s to transfer an additional \$500 to FCCF. Discussion on content of letter was held to explain the need. Chair Clements will write the letter with feedback/approval of the Executive Committee. Past Chair Houghland commented that the emphasis be that FCCF stands as one voice to legislators and they will pay attention to this unified voice. She agreed that hard decisions must be made to continue. Chair Clements to share letter via email as soon as possible. FCCF Treasurer Pearson

requested he receive copies of FCCF vouchers/expenditures going through Stephanie to insure that he has an accurate listing of what FCCF expenses/ transactions are. Pauline Lipps asked for clarification. Chair Clements voiced that if an officer or member of FCCF is requested to attend meeting or conference on FCCF behalf (i.e. to man table or such), this expense would be covered by FCCF budget. Voucher is sent through Stephanie Khan at the Central APD. Chair Clements reiterated the importance on thinking about how money is spent. Treasurer Pearson reminded that first step is to understand where it goes--to keep a better track. After discussion, directive given--copy of vouchers will go through Stephanie Khan if it is to come out of the FCCF budget. Chair Clements also pointed out what was discussed with the Working Group yesterday to keep in mind that the 4% hold is an actuality that we are facing at present. Beverley Destories shared she was concerned that transfer was not made for her area last year. Terri McGarrity immediately addressed issue. Discussions were held about the best route to handle transfers from local area FCC to the FCCF. It was agreed then that requests for transfers to FCCF budget would be submitted per usual course with local APD offices and copied to Stephanie Khan via email. She and Terri will follow up on these requests.

V. PRESENTATION: Florida Alliance for Direct Service Prof.

Karen Higgins, Chief Program Officer, PARC St. Petersburg She wanted to make a difference as a direct service professional. Her husband also works in the field. They adopted special needs siblings about 15 years ago.” Middle daughter has Asperger’s Autism, and youngest son has a developmental disability. Exposure to Disney Institute trainings captured her attention regarding quality. Disney puts their resources into training to take care of individuals. This led her to position with Florida ARF. FARF is doing this program, it is not a FARF program. Karen shared their Code of Ethics is rolled into the job descriptions of employees. She told of a group parents at PARC formed, called “Parents, Friends and Guardians” connecting direct service professionals and parents who felt if they did not have a voice, then individuals didn’t have the proper voice. She shared philosophies and incentives that led to increasing the quality of staff performance and terminated those not performing. That is what the presentation is about, supporting human service workers by making them confident and that takes training and commitment she said. Alliances and relationships can result in quality. See Karen Higgins’ printed copy of Power Point presentation. Karen stated that they are encouraging local agencies to join the Alliance and they will do the trainings as they have the materials and resources that can assist in achieving quality services.

VI. QUESTIONS Session/Dialogue:

Asked about fee, she said it is \$50 for National (membership) per person, a one time fee, and \$15 Florida membership She sits on the Advisory Committee, one of five across the State. She said a parent could access and register in classes available online and many go on to further education. She remarked that Sept. 8 is Direct Service Professionals Recognition day. Past Chair Houghland shared that she has seen a real difference when awards were passed out to direct service professionals. Comment made that term “professionals” is a step in the right direction. Speaker Higgins shared forms of membership, available online. She also shared the scholarship program available. She believes they will be awarded to anyone that applies and writes a nice letter until the money runs out. They are looking for ways and offering incentives they can to make this happen. She said now is the time to take advantage of this, up to \$2,000. Speaker Higgins thanked the group and encouraged all to think about direct service professionals.

VII. REPORT ON ADVISORY/COMMITTEE WORK

Frank Carroll is serving for FCCF on Advisory Committee. He is listening and learning he said. Agencies vary in size, but point of view the same he said, to keep good direct care staff professionals. To do that, a lot of times, it takes more than just money. It takes recognition for the work that you do. Parents would love to know that every staff person from an agency has

qualifications to actually do that and feel safe in the care to their loved ones. Frank shared his view that because of the money crunch in the State this will be slower than was originally intended. He said it would help if we as parents pay the \$15 to be a member. That gives Florida a larger voice. Karen said that budget time is opportunity to make that commitment.

Maria Eash asked about types of training provided. An example was lifting and proper dress, paperwork etc. The credentialing comes from the approved curriculum online college classes in the packet. Those are the trainings/classes that cost a little more. Frank commented on the different levels, three National categories, Karen said website explains all of that and she will make sure it is up to date. Terri McGarrity commented that it is not just the additional money but feeling valued as an employee and that what you are doing is respected, that is passed along to the people that we support. Asked about the 200 hours of training, Speaker Higgins said there is a schedule of progression classes but no time limit or constraints. Past Chair Houghland said some agencies may offer paid time to take the classes. Maria Eash asked if they go to agencies to explain these trainings. Frank Carroll said the Advisory Group is already making calls to agencies in their areas. There may not be someone in a specific area but someone could volunteer to do it. He said that Ellyon is the contact person. Asked if there is a tracking mechanism on who is certified, Karen answered that the agencies (not individuals) are posted on the website as participants. Frank encouraged everyone to review materials and become a member to strengthen the message. Frank said it takes time to do this but you need a good foundation for future growth and was the reason for inviting Karen. It is an opportunity for FCC's to spread the word to families Chair Clements said, and thanked the speaker.

VIII. NEW BUSINESS—HANDBOOK & APD UPDATES

Past Chair Houghland said the persons at the Work Group yesterday all agreed to support the 12th grade education as a requirement for new hires as service providers or workers. It is anticipated that existing workers be grandfathered in. She asked group today and they all agreed to support the 12th grade education by unanimous vote. It will be discussed with APD Interim Director during phone conference.

Pauline Lipps shared with group a handout that their local area FCC developed for Emergency Operations planning. A copy was given to Chair Clements. Terri McGarrity shared that a "be prepared" document was in the APD packet for Emergency Planning situations. Every Area Agency of APD is required to develop and review their Emergency Plan annually. APD has a vacancy for the State Wide Coordinator but continues to participate in State Wide Hurricane Activities. Terri McGarrity said that Central APD encourages the Area office to use General Revenue funds to make sure that people in supported living have a hurricane kit and a plan kept up to date on where that plan is and where that person is going to go in the event of a storm. Terri shared the State Wide Coordinator for Preparations for Hurricanes is currently being managed by Chip Wilson. She said that every APD Area office has a disaster coordinator and you can have access to see the emergency plan. They have to submit it on a regular basis. It is pretty detailed. Maria Eash asked if there was a listing available of names for each Area Disaster Coordinator, and their contact information. Terri will check on that and report back. It is typically somebody who knows how to get the funding. She shared that you cannot rely on cell phones and computers working after a storm, as towers go down. APD has purchased a special phone that will work statewide. These were purchased for area staff.

Terri handed out packet from APD. She related a decision on the Tier Rule expected no later than the 28th. Terri said managing the Wait List should be a priority and how to manage it as well. APD is working on various how to redo list activities given the Waitlist study done. It shows what people are waiting for and what their say their needs are. APD got approval to resurrect the Wait List Management System, an automated system that areas will be able to directly enter data in. It will be rolled out in September. APD is working on resource directories

and brochures and Terri expressed interest in the Area 4 FCC project. APD wants to redefine the management of the Wait List as noted earlier and she stated that she was aware of Phil's many concerns. She invited him to share some specific ideas on how APD could manage the Wait List. Phil Pearson commented one person in each Area APD office designated, as a Resource Counselor for folks on the Wait List would help. He emphasized that people need information. He gave an example of his son and finding out accidentally that there were college courses he could take for free as an individual with a developmental disability. APD needs to know these services are available. Terri McGarrity commented that the GR Coordinator needs to have this information to give out. They are also known as a support coordinator, a case manager, and individual's social worker. They do have high caseloads, but it is their job to share the resources available to individuals waiting and to make referrals to other agencies. The challenge lies in gathering and keeping this information updated

Terri McGarrity then shared how Central APD is working on a web based resource list for individuals to reference while on the wait list. It was agreed that it would have to be area specific. Terri McGarrity is open and hoping to work with FCCF to create this and to share input. Question arose that it may need to be "diagnosis" relevant as well. Brainstorming and discussion was held. It was agreed that a group of collaborative agencies (perhaps the DD Council as well) with APD/FCCF meeting by phone conferences is needed. Beverly Destories shared that 2-1-1 could be a collaborative partner in such a project, though not readily up and available in all areas. Chair Clements shared how a council in one area gathered a thick packet (Citrus County), which made it an area specific resource. The challenge is how to get this information out to individuals without web access. Terri McGarrity commented how the DD Council in the past did a booklet that was divided into areas. She felt that perhaps they could request funding from them to do something similar again.

Beverly shared that the United Way is an organization that could be accessed if 211 not available. Beverly shared details of phone system when dialing 211. Phil Pearson asked if the Area APD GR Coordinator knows about the "211" routing in their areas. Phil commented that he feels there is only one in Area 12 and he doesn't feel that they contact anyone. Suggestion from discussion made that the AQL (Area Quality Leader) in APD areas help create a committee to do this resource-building project. This could be committee work for them to assist in creating this "Resource Guide". The concern is that the Wait List people have not been privy to having access to information. Those on the Medicaid Waiver should be getting this information from their Waiver Support Coordinators, but some saw challenges with this in their area.

IX. PHONE CONFERENCE APD, JIM DEBEAUGRINE:

He introduced himself and gave his background.

- Worked in State Government for about 24 years.
- Dept. Of Labor as a statistician,
- Florida House about four years later as intern in Legislative Intern Program working with the Appropriations Committee that led to permanent position
- First budget assignment with the House Appropriations Committee about 19 years ago was the old developmental services program, Kingsley Ross was the program director at the time
- He worked in that role and did budgets in many areas of Health and Human Services. About that time several agencies emerged from the old HRS.
- He became the Staff Director for the Criminal Justice and Judiciary Appropriations Committee for 10 years.

After meeting and talking with Jane Johnson he was impressed with the direction of APD and a spark was rekindled that led him to become Deputy Director for Budget and Planning of APD. Along the way he met his wife Susan Prader who was the Assistant Executive Director of Florida ARC at one point in time. She has a brother with Down syndrome who lives next door to them with an aging mother, and they are a part of his daily life.

In discussing the challenges of the job of Interim Director, he related that 19 years of the Legislature helped prepare him to keep his eye on the ball. There are a lot of challenges and change is difficult he said but his goal is to keep everyone focused. Even though budget reductions are difficult he stressed the importance of the focus being on why the Agency exists. It is for the people served and the people that care about the people that are served. He acknowledged that the Agency also serves the taxpayers of Florida who contribute to the people with developmental disabilities in this State. That is one of the reasons that he wanted particularly to reach out to the Family Care Council as it is those perspectives, thoughts and ideas, that are extremely important to the work that APD does. There is not a vested financial interest but is an interest in seeing that the right thing is done with the resources given by the legislature. FCCF interest is in making sure that APD does the right thing and the very best job t with whatever resources are given by the legislature. He expressed two priorities:

1) To improve communication within the organization but also between the organization and other groups and other interested people. He wants to bring more people to the table, not fewer, whenever there are discussions about how to implement a law or what to do next. It is important that everyone feels like they have been heard. He believes it is also helpful for people to understand where others are coming from, understand different approaches. Raising the level of communication is important.

2) He wants an emphasis on accountability, and stresses this with staff. Treating people with respect and being responsive to them is expected. Honoring commitments is important with the legislature and with the FCC's he stated. If a commitment cannot be met a timely upfront explanation is expected. He wants good communication always.

He spoke to a number of challenges going on: Implementing the tiers pending a ruling from Administrative Law Judge scheduled for the 28th. Also some glitches with Medicaid Provider payment system. His brother in law experienced a service problem because of the issue, so he is aware of the effects of these issues. He plans to work with staff to set up some way of making emergency payments. The length of time of the problem is a concern. As this is an AHCA issue he cannot do anything directly other than work out some kind of arrangement for emergency payments for providers that are adversely affected.

Florida is required by its own Constitution to produce a balanced budget. With the current down trend another round of cuts could occur. We can't spend more than what the revenues that are projected to come in. The State is forced to cut back to live within the revenue. One result of that is 4% of our operating categories are being held back in reserve by the Governor in anticipation of reductions. The primary impact right now is felt by staff. Positions are frozen so vacancies cannot be filled. Last year there was an exception made to the Waiver category and the institution of the direct service categories. He is hopeful that will be the case and said we should not notice the affect of the 4% at least in the Waiver Program any time soon.

X. INTERACTIVE SESSION WITH Jim DeBeaugrine:

Past Chair Patty Houghland commended Mr. DeBeaugrine on his WaiverProvider.com interview. She spoke to the belief of the FCCF that a 12th grade level of education requirement is kept intact in the handbook, with a grandfather clause for existing workers. Chair Clements shared that all present have voted to support high school education requirement for new hires. He agreed with the FCCF position and will address with general counsel.

Phil Pearson introduced himself as Treasurer to the FCCF and is interested in the money aspect. He requested information on where the Family Care Councils funds come from and how they are distributed. Mr. DeBeaugrine shared that he didn't know that detail but suggested he call Rhonda Stoddard and tell her he told Phil to call her. Terri McGarrity suggested they set up a time and Rhonda and she would call him.

Frank Carroll had questions about the process that APD is going through shortly about Fiscal Year 09/10 Budget and if that is an in-house decision on how they will come up with those figures, or if he is getting direction from the Governor's office. Mr. DeBeaugrine said that it starts out as both. The Governor serves as the Chief Financial Officer of the State, and prescribes a lot of the technical details. Mr. DeBeaugrine commented that he will be meeting Monday with the Governor's office and they will start to talk about the things they might want to focus on. In Chapter 216 are the laws that govern the budget process. The Legislative Budget Request is something that the Agency is responsible for doing and it should be a reflection of the Agency's judgment of its needs. Now there are Agencies that take a number of different approaches but he tends to think that in an economy like we have right now, it is probably more responsible to focus on things that are higher priority. Mr. DeBeaugrine commented they are starting the LBR now, which will be formerly submitted in October 2008. He welcomed any ideas or input that APD should consider in the process and said to get them to Terri or him directly.

Chair Clements shared concerns sent to him earlier that FCCF will: 1. Send a Letter to the Governor for assistance in FCC membership appointments and asked for Mr. DeBeaugrine's comments and assist to expedite the process. When applicants wait a long time they lose interest. 2. A committee will be formed to talk about the relationship and supports that are needed from local Area APD offices for Family Care Councils to work effectively. 3. The Wait List is always a priority for FCCF.

Interim Director DeBeaugrine commented that he signed four letters yesterday to be forwarded to the Governor's office. He felt the letter to the Governor was appropriate. Chair Clements shared that she will email a copy of this letter to him. Terri McGarrity said they have appointed another person part time to work in this area. Mr. DeBeaugrine commented that he will share any comments that he has, and he will tell Governor's Deputy Chief of Staff that a letter is coming, and mention why it is an important to expedite the process.

Phil Pearson from Area 12 addressed Mr. DeBeaugrine sharing that they are on the Waiting List. He requested the local Area offices do something for the folks on the waiting list. Those with the Waiver get advice and services and those on the waiting list are not spoken to, he said. Mr. DeBeaugrine spoke to the need to get the current Waiver Budget balanced and get more funds before enrolling off the wait list. There is a statutory moratorium on new enrollment, except for crisis. He shared that exploring some funds in a Trust Fund called Social Service Block Grant might be used to provide some limited assistance to families. As part of Legislative Budget Requests, he will be looking at ways to use those funds. While not a full package of Waiver services, it may address some waitlist issues he said.

Phil Pearson shared that one of the things that would help right now is that families on the Wait List don't know what services are available outside of the waiver. Assigning someone in the Area office as a Benefits Counselor to help them work through Medicaid, Medicare, Food Stamps, SSI, Education, Voc Rehabilitation and those issues would be a real help he said. Mr. DeBeaugrine agreed. He referred to a resource directory discussed earlier. He said publicly funded resources are available for people who need assistance with a variety of housing issues, for instance. There are other resources outside the narrow confines of the APD program available for all citizens, including citizens served in APD. He believes in giving people the tools to locate and effectively use those resources. It is beneficial to all to make more effective use of resources that just naturally exist around them. Phil Pearson shared his experience with his

son at the local community college. Phil believes that APD should have known about and told him of this resource. Chair Clements shared that this is the type of communication that we would like to see happening between APD and the folks on the Wait List. Mr. DeBeaugrine commented that Lucy Mohs, Legislative Affairs, is very interested in these issues and started to compile a resource directory. He feels he can make sure that the Area Offices understand that it is a priority of his to identify the various resources and find a way to make that information public. Terri McGarrity shared the discussion earlier of partnering with the AQL's and the FCCS and the Central office staff to make it area specific.

XI. OTHER BUSINESS

Past Chair Houghland offered resource from the Advocacy Center with all the telephone numbers, addresses for the community colleges around the state. She suggested a phone call by area FCCs to inquire in their area. She will email to Chair Clements to send to members.

XII. APD UPDATES:

Terri McGarrity shared concern with EDS the Medicaid Fiscal agent, and the problem the providers are experiencing. APD is affected because of providers not being paid and has a staff member assigned to do trouble shooting. EDS has hired 200 staff to person their call center. Some emergency payments will be made to assist small operations with payroll etc. She will send out the names for the Area reconciliation persons and four people for the state.

She went over other handouts in APD packet:

- Questionnaire for Situational Information
- Training Materials for Choosing and Living in a Group Home
- APD Licensed Residential Monitoring Quality Review
- Managing the Wait List—blue handout
- Crisis Clients Approved for DD & FSL Waiver
- APD Waiver Program Wait List Survey

Discussions were held regarding due process issues that may arise following tier implementation. Discussion on the 6,000 individuals on the FSL who accepted this waiver yet remain on the wait list who want to get on the big waiver. Terri McGarrity asked for support in strategizing and ideas on how to effectively use resources for people on the wait list. She addressed the Social Services Block Grant funds and shared that they rely on these funds for a lot of things. APD had a call with Feds the other day to gain clarification on what they could use these funds for. They provided APD with their 5 objectives. One was to alleviate institutional placement and increase people's independence and self-reliance. APD believes and wrote them for an opinion, that the only thing that they cannot use those funds for are cash stipends and medical/dental. So this may be available people on the waiting list. This could create a larger use than thought in the past. There may be funding not received when separated from DCF of about 7.5 million dollars that will result in an equity transfer that could be used for the waitlist. Individuals. A one-time expenditure prioritizing will be the issue. She would like feedback from FCCF through perhaps a phone conference on the most equitable use of funds. Linda Herring questioned how they did this with surplus in the past and it was according to those waiting the longest Terri said. Area APD have been told to Triage and begin serving the temporary emergency situations. An example would be need for respite if caregiver in the hospital.

XIII. PRESENTATION: Maryellen Jones, A9—Supported Employment DVD and Magazine

Individual councils/FCCs can participate in promoting local information for the cost of 4 pages. Discussion was held regarding marketing and potential for this magazine as collaboration. Anyone interested could contact Maryellen. Copy of Magazine and DVD were provided to all in attendance. Phil Pearson asked the cost to produce. Answer was \$4,000 to produce magazine, Special America. Linda Herring asked how this is disbursed to customers. She gives to Area Administrator who gives to Support Coordinators. She also gives to ARC, United Way and other collaborative local resource partners (therapeutic centers, etc.)

XIV. PRESENTATION:

Terri McGarrity, Draft Questionnaire for Situational Information (QSI), please refer to Power Point handout in APD packet for details. This is primarily for families so they can understand the QSI. Stephanie Khan has a disc available. APD committed to the Legislature completion of 6300 QSI's by June 30. APD completed 7200. Friday, the count was at 8100. Funding was received for 75 OPS positions to do the QSI because they wanted to make it independent of any service position. APD trained certified staff to administer the QSI. They must have a degree and four years experience working hands on with people with developmental disabilities. APD also received enough funding to hire 51 additional positions statewide to complete the entire waiver caseload this fiscal year. They anticipate doing this by March 31st and will start QSIs for people on the waitlist. The 51 positions funded probably will not recur, but Jim is interested in the current 75 assessors being full time positions to do people on the wait list. QSI is Not being used to assign Tiers, but as part of the Legislative directive. They are encouraging people to use the results of the QSI in support planning, and at some point, they hope to be able to use the QSI as part of setting people's individual budget. About two months ago a work group was formed at APD to help develop training for family members. Frank Carroll, and Betty Kay were on the work group with Jaydene Ramsdell, Winona Holt and Lynne Lasare. They met with APD and the developer of the training materials to look at strategies to get information out to families. This will be on the Website, given out in a format that can be used at meetings, disc or paper version and perhaps a train the trainer model to assist FCC's in getting this rolled out in their meetings. Forward to Terri comments for final version. Terri did presentation with active, lively discussions and answers throughout presentation as posed by group at table. Concern voiced and addressed regarding online security and HIPPA guidelines.

XIV. WORKING GROUP REPORT

1. Letter to Governor for Membership Appointments. Action: Beverley Destories review and wordsmith. Chair will copy to Jim DeBeaugrine and all FCCF.
2. Support from Local Area APD offices. Action: Handout will be forwarded via email to FCCF attendees. Chair Clements requests each present to review and to comment on handout summarizing comments from FCCF meetings. Action: Chair Clements will work with APD Central office to gain support to Areas. Each item was read and reviewed with members to establish a minimum and a reaffirmation of partnership between FCC and APD. Chair Clements stated August 31st deadline via email for comments. Copy will be sent to APD Interim Director and Terri McGarrity
3. Brochure of Resources, feedback requested. Some rerouting of direct links were inaccurate. Discussion with overall consensus is that it appears unrealistic. The mutual feeling is that it would be most beneficial to be Area Specific, and to make a brochure would not be cost effective. Concern shared that not all clients have computer access.
4. Conferences: Chair Clements requested local FCC's attending events to let FCCF know and report back on activity and resources gathered. Chair Clements provided a listing of conferences that would be good to for FCCF outreach to individuals and families, ARC conference in Daytona Beach mentioned. If representing FCCF, travel should be

submitted to Stephanie Khan to cover through FCCF budget. Decision for Maryellen Jones to attend. Maria Eash suggested Maryellen update display board and take her Special America Magazine. Chair Clements asked that anyone attending conferences or trainings send a note/synopsis to her for FCCF “journal”.

5. List of Websites to Visit--Housing Coalition—Chair Clements asked for feedback about this site navigation and things offered on site.
6. Toll free--1 800 number: Updated script to be sent to Stephanie Khan. Status as and information line was stressed and no time is the Toll Free number a “hotline”. It was removed from APD and FCCF website as hotline. Calls are sent to local Areas to assist. The toll free number is on FCCF brochures, APD website and some others.
7. Minutes/Future FCCF—Maria Eash agreed to do transcription of Minutes, as an employee of FICD in submitting these minutes.
8. FCCF Website: It was stressed that Area FCCs need to keep website updated. Phil Pearson is the contact person and instructions need to be clearly stated and “Website Update” is to be put in the subject line of emails sent to him.
9. Updated DD Council Grassroots Committee : Frank gave an update on the DD Council Grassroots Committee work. He attended training last Tuesday. A relations firm is doing the training, i.e., families contacting politicians and media. Materials basic, Frank said For example: What time do you call a newspaper person to set up an interview? The lady that represented the press, said call before 10 am, they are busy, and after 11 am they are gone. So between 10 and 11 is perfect and buying lunch even better. Another overview was on how to talk to the politician: e.g., Be respectful and polite, keep it short, less than 20 minutes, have no more than three points that you want to make. Frank shared that three people are to get 10 people and each of those 10 get 10. He would like more clarity on goals for advisory member, but will attend and report back. The relations firm had young eager participants, yet it was unclear what they actually knew about individuals with developmental disabilities he said.
10. Annual Action Plan—An outline was created by Chair Clements, with mission and vision; purposes (4); brainstorming for actual actions will fall under these 4 categories. Discussion and interactive dialog was held, Beverly Destories took notes and Chair Clements will finalize a draft in email to members, included, but not limited to:
 - i. Meet and share information—6 FCCF meetings for the purpose of sharing and supporting the individual FCC councils. FCCF phone conferencing every other month, for ongoing communication and problem solving (will be agenda driven); ongoing emails for sharing of activities, identify and offer mentoring to different area FCCs needing support.
 - ii. Address the Wait List—Create a position paper for waitlist, build relationships, set of questions for the legislators, build natural resources and method of disseminating information on resources to wait list individuals. Phil Pearson created and will keep the starting list of questions, gather the answers and publish them for folks to know. Phil would like to see a Board of Directors steering the APD in some fashion. Concern was voiced about getting into the Governor’s authority. In New Hampshire a Board of Directors set policy on how the local area agency provided support and headed each Area Agency he said.
 - iii. Legislative— Members need to attend candidate forums. FCCF will have representation at appropriate committee meetings etc. in Tallahassee. Will serve on varied committees, working groups, and attend conferences/trainings that affect DD Community. Members discussed Tier Rule hearing. FCCF position supports APD as stand-alone agency, not with another Agency.
11. Family Café: FY expenses and reimbursement turn around was discussed especially travel during Family Café. Question if Café time could be changed, though not likely. Lapse in reimbursement due to FY change a concern. Chair Clements asked for representative to

serve on Family Café Planning Committee. Maria Eash willing to do but felt Sharon Berry would be willing to do this and will report back to FCCF.

Chair Clements asked for email and phone contact information to update Membership roster from Areas and State FCCF. A decision was made that emails be shared and only with express consent home or cell numbers would be shared. She will Email listing of FCCF members and alternates for mentoring and support purposes. She also asked for any further activity or discussion on Action Plan be submitted ASAP. Chair left floor open for any other discussion. Phil Pearson made motion to adjourn with unanimous agreement. Meeting adjourned approximately 4:00 pm.

RESPECTFULLY SUBMITTED,

M. E. Eash

Florida Institute on Community and Disability (FICD)