

Affiliation Self Determination Workgroup Meeting Minutes:

October 30, 2003

10:00am to 1:00pm

Location: Manistee/Benzie CMH

Present at the meeting: Carolyn Hilley (GCCMH), Bob Clingenpeel (GCCMH), Lynne Jones (ICCMH), Julie Dowling (ICCMH), Michael Brashears (CEICMH), Pamela Stants (CEICMH), George Ott (MBCMh), Tom Kennedy (MBCMh), Ingemar Johansson (MBCMh), and Kim Zimmerman (Affiliation)

Absent: Meeting Minutes: Connie Cory (CEICMH), Mary Ellen Papes (NCMH), Bea Stevens (NCMH), and Dan Alonzi (GCCMH)

The meeting minutes from September 2003 were approved without revisions.

Self Determination Brochure: Copies of the Affiliation SD brochure were handed out. The group reviewed the brochure and offered suggestions for improvement. Kim will make corrections to the brochure and take it to the consumer advisory council for further input. The goal is to have approval of the brochure and have them printed and ready for distribution by the first of the new year.

Manistee/Benzie Presentation: Ingemar and George reviewed documentation staff complete related to PCP/SD. They have a streamlined system of paperwork and talked to the group about this.

Individual Budgets: An update was given as to the status of the Affiliation getting a costing system completed. The Affiliation Accountant (Nathan) has been working with CEI regarding costing and he stated that the system at this point is not user friendly. There are also questions regarding who is in control of the budget, and how do we deal with the costs of providing services if consumers select other providers.

Our group discussed how to move forward with issues of self determination when our system is not ready yet. It was suggested that we need to focus on service needs of consumers and not focus so much on overall budget and specific costs. We talked about the need to develop a worksheet that would focus on choices of services/supports and show how consumers are given choices within the PCP process of determining the services/supports they receive and who they will receive them from. Once costing systems are fully developed, then we can look at attaching actual dollar figures to the PCP process as well.

Action Required: Each agency will bring specific questions/examples for worksheet to next meeting.

Self Determination Statement: We discussed that statement completed during our last meeting regarding providing documentation that individuals were given the choice to participate in elements of SD, but choose to decline. The group discussed this and decided that documentation was not needed regarding this and that documentation that education and options were provided was captured in other places.

SD Education/Training: The group has been working on revising an outline completed by Manistee/Benzie. It was decided today that we would not complete the actual training manual within this group, but would rather appoint 2 to 3 trainers from each agency to meet as a group to look at the curriculum that has been developed and to complete a training manual based on that information. It was determined that the people who will actually be doing the training would be better suited to complete the manual.

Action Required: *Each agency will bring the names of 2 or 3 individuals who will act as trainers to the next meeting. A meeting will then be set up for those individuals to develop the training manual.*

Home Health Issue: Concern about CMH's no longer being able to supplement FIA home health rates was discussed. People discussed how their agencies were looking at handling this situation. This will continue to be a topic discussed at future meetings as more information develops.

One question that was brought up was: Can we call the services we supplement as skill training and feed Medicaid dollars to them? The answer was not known at this time. People will continue to share information.

Other: We talked about the need to gather examples of how the Affiliation is currently implementing elements of Self Determination. It is important that we are able to show positive examples of how we are doing with SD. An effective way of capturing this information will be by completing a survey. Kim Zimmerman will look at ways of gathering data related to SD and will be requesting each agency complete a survey within the next couple of months.

Next Meeting Agenda: Group members are to send agenda items to Kim. At our next meeting, we will continue to talk about education/training of Self Determination. We will also focus on issues of best practice related to SD and PCP. We will talk about the development of a worksheet for SD and people will share their questions and examples. We will also discuss development of a workplan for SD and individual budgets.

Next Meeting: The next meeting will be at **Ionia CMH on November 20, 2003 from 10:00am to 1:00pm.**

Thank you to Michael Brashears for keeping notes of the meeting.

Meeting Minutes Submitted by: Kim Zimmerman
Affiliation Consumer Empowerment Specialist

