



**Quality Council
Meeting Minutes
January 18, 2023
10:00AM-12:00PM**

This meeting was held in hybrid format. The in-person meeting was held in Room 486 of the Brown Building, DHHS, Concord, NH. Members also participated via Zoom.

• AGENDA

- **Welcome, Introductions & Approval of the December Minutes (Vote)**
- **Vice Chair (Vote)**
- **Bylaws Changes (Vote)**
- **Changes to Quality Council Enabling Legislation (Vote)**
- **Comments on HeM 310 Rules (Vote)**
- **Comments on HeM 503 Rules (Vote)**
- **Committee Updates:**
 - **Data (Emily)**
 - **Rules and Regulations (Stephanie)**
- **Other Business and Announcements**
 - **Planning the February Meeting**
 - **Other Business**
 - **Survey on hybrid meetings**
 - **Person Centered Planning- next steps**
- **PUBLIC COMMENT**

MEMBER ATTENDEES

Members Present:

- | | |
|---------------------------------|--|
| • Stephanie Patrick (In Person) | • Carrie Duran (Remote) |
| • Jim Piet (In Person) | • Liz Prior (Remote) |
| • Deborah Opramolla (In Person) | • Cathy Spinney (Remote) |
| • Ellen McCahon (In Person) | • Isadora Rodriguez-Legendre (Remote-not voting) |
| • Emily Manire (In Person) | • Karen Hatch (Remote) (Joined late) |
| • Mary St.Jacques (In Person) | • Adrienne Evans (Remote) (Joined late) |
| • Tammy Mills (In Person) | |

**Alternates:**

- Lisa Steadman (voting) (Remote)
- Pamela Stiles (voting) (In Person)
- Kelly Ehrhart (Remote)
- Lori Vachon (voting) (In Person)

Guests:

- Donna Corriveau (Remote)
- Irene Tyler (Remote)
- Jessica Kennedy (In Person)

Administrator:

- Brittany Potvin (Remote)

Welcome, Introductions & Approval of the December Minutes (Vote)

Stephanie led introductions. Everyone briefly introduced themselves by name, the organization they represent, stated if they are attending as the voting member for their seat, an alternate or a visitor.

Jim made a motion to approve the December meeting minutes. Tammy seconded the motion.

Roll call votes:

- Lisa - Abstain
- Jim - Yes
- Lori - Abstain
- Pam - Yes
- Deb - Yes
- Ellen - Yes
- Emily - Yes
- Mary - Yes
- Tammy - Yes
- Carrie - Yes
- Liz - Yes
- Cathy- Yes

The motion passed. Minutes are approved.

Vice Chair (Vote)

As Lisa Beaudoin is no longer with ABLE NH and therefore no longer on the Quality Council, a new Vice Chair is needed. The duties of the Vice Chair were defined as participating on the Executive Committee, assisting with setting the agenda, running the monthly meeting if the Chair is not present, and helping with administrative tasks such as orientation for new members. Stephanie asked for volunteers or nominations from the members of the council. Deb and Isadora volunteered. As there were no other nominations or volunteers, those in person were handed a paper ballot and those who were remote were sent a poll to vote. Ballots were collected and poll results were sent to Stephanie to be tallied later in the meeting.

Bylaws Changes (Vote)

The Quality Council was reminded that last year legislation was passed allowing the Quality Council to nominate up to 5 additional members. The nominations would then be sent to the Governor for review and appointment to the Quality Council. The proposed changes to the bylaws are intended to act as guidelines for seating these new members. The bylaws (attached below) were read to the group and discussed. Changes were suggested by members including: The Council should select at least one member from a marginalized community; Add language specifically around Diversity, Equity and Inclusion (DEI); Require that all members participate in at least one committee. If they did not choose one for themselves, the Executive Committee would appoint them to one; The Member Relations Committee should prioritize selecting people with disabilities; The Member Relations Committee should prioritize selecting people who are able to come to Concord in person for the monthly Quality Council meeting; and adding an attendance policy and expected commitment/responsibilities.

Ellen made a motion to delay voting until the February meeting, take the feedback from this meeting, incorporate the suggestions and discuss additional changes for another month. Additionally, to ask for volunteers and nominations for the Member Relations Committee to allow them to start working on additional changes to be considered at the February meeting. The motion was seconded by Emily.

After further discussion, the vote was held.

Roll call votes:

- Lisa - Yes
- Jim - Yes
- Lori - Yes
- Pam - Yes
- Deb - Yes
- Ellen - Yes
- Emily - Yes
- Mary - Yes
- Tammy - Yes
- Carrie - Yes
- Liz - Yes



- Cathy- Yes
- Karen - Yes
- Adrienne - Abstain

Motion passed. Cathy, Mary and Deb volunteered to serve on the Member Relations Committee.

[Quality Council Bylaws Draft w Tracked Changes 011023.docx](#)

Changes to Quality Council Enabling Legislation (Vote)

Members of the Quality Council worked with Representative McMahon on some potential changes to the Quality Council's enabling legislation. These changes include further empowering the Quality Council to be a part of major decisions that are made by BDS and to setting an expectation that BDS responds to input from the Quality Council when making major decisions. Members were asked to consider whether the Quality Council should endorse the changes and a volunteer was requested to lead this effort on behalf of the Quality Council. The proposed language and bill (attached below) were reviewed and discussed. Members expressed their support of the proposed language, specifically about the requirement for an in person quorum and the need for a change to that requirement allowing for remote participation to be considered in the quorum. Members also expressed concerns about the process of this type of legislative advocacy. A motion was made by Deb to accept the amendments and changes to the Quality Council enabling legislation as presented. Jim seconded the motion.

After further discussion, members voted on the motion.

Roll call votes:

- Lisa - Yes
- Jim - Yes
- Lori - No
- Pam - Yes
- Deb - Yes
- Ellen - Abstain
- Emily - No
- Mary - No
- Tammy - Yes
- Carrie - Yes
- Liz - No
- Cathy- Yes
- Karen - Yes
- Adrienne - Yes

Motion passed. Deb volunteered to take the lead and act as the liaison with legislators for the Quality Council on this matter.

[QC Enabling Legislation Draft](#)

[HB 238](#)

Comments on HeM 310 Rules (Vote)

Comments on HeM 503 Rules (Vote)

The Quality Council reviewed proposed comments on HeM 310 Rules as presented by the Member Relations Committee. The HeM 310 rules which address the rights of people with developmental disabilities are in the formal comment process and the final deadline for comments is 1/19/23.

The Rules Committee explained that they developed these comments after reviewing the previous recommendations submitted by the Council. The final draft comments (attached below) were reviewed and discussed. A motion was made by Pam to approve the recommendations for submission. Jim seconded the motion.

Roll call votes:

- Lisa - Yes
- Jim - Yes
- Lori - Abstain
- Pam - Yes
- Deb - Abstain
- Ellen - Yes
- Emily - Yes
- Mary - Yes
- Tammy - Yes
- Carrie - Yes
- Liz - Yes
- Cathy- Yes
- Karen - Yes
- Adrienne - Yes

Motion passed.

The Member Relations Committee proposed comments on the HeM 503 rules. As background, the Quality Council submitted recommendations on HeM 503 Rules to the state in mid-2021. The state considered these recommendations and incorporated some s as well as recommendations from other people. The HeM 503 Rules are now in the informal comment process. The final deadline for the informal comment submission is 1/20/23. These proposed comments were reviewed and discussed by the Quality Council. One change was suggested to the language of HeM 503.07(4) with the following:

The language in red at the end of Section 4 does not comply with RSA 171A:13 Service Guarantees. – Every developmentally disabled client has a right to adequate and humane habilitation and treatment including such psychological, medical, vocational, social, educational or rehabilitative services as his condition requires to bring about an improvement in condition within the limits of modern knowledge. This language should be removed.

A motion was made by Deb to approve the comments for submission with the change to 503.07(4). Tammy seconded the motion.

Roll call votes:

- Lisa - Yes
- Jim - Yes
- Lori - Yes
- Pam - Yes
- Deb - Yes
- Ellen - Yes
- Emily - Yes
- Mary - Yes
- Tammy - Yes
- Carrie - Yes
- Liz - Yes
- Cathy- Yes
- Karen - Yes
- Adrienne - Yes

Motion passed.

[HeM 310 Draft Comments](#)

[Letter on Informal HeM 503 Rule Draft](#)

Committee Updates

- **Data (Emily)**
 - Employment data was sent out to the Quality Council prior to the meeting to review. Discussion was held on what additional data would be helpful in relation to the employment data . Members requested clarity on whether the broad spectrum of individuals are getting employment.
 - The Quality Council sent a letter to the State in November requesting and recommending state wide trainings. Jessica had given feedback on this at the Data Committee meeting but she was not in the meeting today to report to the larger group. In order to have the correct information, discussion of this was pushed to February's Quality Council meeting.
- **Rules and Regulations (Stephanie)**
 - The work of the Rules committee was addressed above in the HeM 310 and HeM 503 comments. Members were invited to come to the next committee meeting if interested.



Other Business and Announcements

- **Vice Chair voting results**
 - Isadora Rodriguez-Legendre was elected as Vice Chair.
- **Planning the February Meeting**
 - Complaint data conversation
 - Bylaws
 - Enabling Legislation
 - Person Centered Planning
- **Other Business**
 - Survey will be sent out on hybrid meetings

Public Comment

Due to hotel renovations, the National Disability Seminar that was to be held in Washington DC will be held virtually.

A hearing will be held on 1/19/2023 for HB308- relative to remote participation for quorum. Those in support were encouraged to sign in support online.

Meeting Adjourned at 11:57 AM

Follow-up Tasks

- Brittany will reach out to those who volunteered for the Member Relations Committee to assist in setting up a meeting before the next full Quality Council Meeting.
- Deb will follow the legislative changes and report back to the Quality Council
- Emily will request that Melissa come to the February meeting to discuss complaint data