



NHDSQC Meeting Minutes for October 16, 2024

Hybrid Meeting and In-Person. In-Person Meeting Location: UNH IOD Conference Room, 5
Chenell Drive, #301, Concord, NH 03894

AGENDA

Welcome and Introductions:

Welcome to our new Chair, Emily Manire and our new Vice Chair, Lisa Steadman!

Review and Approval of Minutes: September (VOTE) 5 Mins.

BDS Update (Abby Conger)

- Vetting process for provider agencies. (Documentation)
- Recreation Funding Process Update
- Provider Organization File Review Audit (IHS, ABD, DD Waivers reviewed)

o Audit Coordination and Procedure Update

- Rate Setting Update
- Review DTLSS, BDS, BEAS Budget

o How will rate increases be included in the budget

- Area Agency Contracts – Where are we in the process?

Committee Updates:

- Data (Chair, Emily Manire)
- Rules and Regulations (Chair, Stephanie Patrick)
- CIS/Recreation (Chair, Karen Hatch) (on Hold)
- Housing (Chair, Marissa Berg) (on hold until 11/24)
- Person Centered Planning (on hold until 1/25)
- Self-Advocacy Groups (Kelly Ehrhart, Isadora Rodriguez-Legendre)
- Marissa Berg: Update on Self-Advocacy Training
- Membership Committee (Chair, Isadora Rodriguez-Legendre)
- Vision and Goals Committee (Cathy Spinney) (Draft Vision: VOTE)

Open Council Discussion: Future topics of interest 20 Mins

Other Business and Announcements

- Planning the November Meeting

Public Comment

Members and Attendance

Quality Council Members Meeting Status		
Name	Organization/Representing	Meeting Status
Jessica Gorton	Bureau of Developmental Services	Not Present
Abigail Conger (Alternate)	Bureau of Developmental Services	Present In-Person
Tammy Mills *	People First of New Hampshire	Present In-Person
Roseann Tardiff * (Alternate)	People First of New Hampshire	Not Present
Krysten Evans (Alternate)	ABLE NH	Not Present
Louis Esposito	ABLE NH	Present In-Person
TBD	Autism Council	n/a
Adam Schrier	Brain Injury Association, BIA	Present In-Person
Krystal Chase (Alternate)	Brain Injury Association, BIA	Not Present
Isadora Rodriguez- Legendre Chair of Membership Committee	NH Council on Developmental Disabilities (NHCDD)	Present In-Person
Jim Piet *	NH Council on Developmental Disabilities (NHCDD)	Not Present
Lisa Steadman * QC Vice Chair	State Family Support Council	Present In-Person
Karen Hatch * Chair of Recreation Committee	State Family Support Council	Present Virtual
Karen Blake*	State Family Support Council	Present Virtual
Donna Corriveau	Direct Support Provider	Present In-Person
Rich Crocker	Area Agency Board, Lakes Region Community Services	Present Virtual
Cathy Spinney * Chair Vision Committee	Area Agency Board, Community Crossroads	Present Virtual
Ann Sanok *	Area Agency Board, One Sky	Not Present
Marissa Berg Housing Committee Chair	Community Support Network Inc. (CSNI)	Present In Person
Emily Manire QC Chair & Data Committee Chair	Private Provider Network	Not Present
Kenda Howell (Alternate)	Private Provider Network	Present
Mary St. Jacques	UNH Institute on Disability, IOD	Present In Person
Jen Sulewski (Alternate)	UNH Institute on Disability, IOD	Present Virtual
Stephanie Patrick	Disability Rights Center (DRC)	Present In-Person

Kelly Ehrhart *	At Large Member Self-Advocate	Present Virtual
A QUORUM WAS REACHED		
(*) delineates family member of/or individual with a disability which counts toward an in-person quorum.		
Guests or Members of the Public		
Julie Lago	Nominated for At- Large Member Seat Submitted for gubernatorial appointment on 7/16/24	Present Virtual
Samantha Lylis	Nominated for At-Large Member Seat Submitted for gubernatorial appointment on 7/16/24	Present Virtual
Jennifer Bertrand	Nominated for At-Large Member Seat Submitted for gubernatorial appointment on 7/16/24	Present Virtual
Alyssa Voisin, Quality Administrator BDS	Member of the Public	Virtual

Welcome, Introductions

All Council members and guests introduced themselves.

Approval of Minutes

Approval of September 2024 Meeting Minutes.
 Discussion: Motion: Isadora Rodriguez-Legendre makes a motion to approve. Mary St. Jacques seconds the motion. Further Discussion: Jen Suleski noted she was listed as present. Council Admin to make the change.

Present QC Voting Member Name	VOTE
Abby Conger	Yes
Tammy Mills	Yes
Louis Esposito	Yes
Adam Schier	Yes
Isadora Rodriguez-Legendre	Yes
Jim Piet	Not present
Lisa Steadman	Yes
Karen Blake	Abstain
Karen Hatch	Yes
Cathy Spinney	Yes

Rich Crocker	Yes
Donna Corriveau	Yes
Ann Sanok	Yes
Rich Crocker	Yes
Marissa Berg	Yes
Mary St. Jacques	Yes
Stephanie Patrick	Yes
Kelly Ehrhart	Yes

Motion passes.

Bureau of Developmental Disabilities Update

Alyssa Voisin, Quality Administrator, BDS

- Audit and Service File Review
 - September 2023 – August 2024 currently being audited
 - CMS asked for a quality review of our DD review of last three waiver years
 - Area Agencies assisting with file review for random samples
 - PDMS, 525, 521, community support services
 - Medicaid Services, progress notes, service reviews, monthly attendance, invoices
 - Will do review until second week of November: Will share results with providers and agencies.
 - Stephanie Patrick: What is the follow up for any issues that need correcting?
 - New process: Corrective Action: BDS will give a report to the direct service provider and Alyssa will follow up directly. Will have to submit a correction action plan to BDS.
 - Abby Conger: There will be further follow up on serious issues by BDS. Area Agencies can continue to provide support and training with service providers. (DAADS)
 - Jennifer Bertrand: What are the consequences for service providers not completing corrective action? Alyssa: BDS will do an additional review.
 - Cathy Spinney: Area Agency Contract still states we are still responsible to hold service providers accountable, but it should be taken out of the contract as AA are no longer legally responsible.
 - Karen Blake: Will there be training available and education opportunities for service providers? What is the oversight process? Alyssa: The providers are directly billing BDS for services. Each area agency will receive a report. Now the responsibility will be up to the service providers. Once review is completed, we will analyze the data and see what steps and recommendations regarding the overall trends.
 - Will the findings be made public? Alyssa: reports not published in the past. Will get back to us and let us know. Will give an update to Jessica Gorton regarding this.
 - 361 file audit reviews will be completed.
 - Isadora Rodriguez-Legendre: How is person-centered planning being evaluated. Alyssa: Sub-Assurance required by CMS to look at PCP.

- Abby Conger, BDS:
 - Vetting and New Provider Onboarding Process discussed. Interested new Providers are sent this link: <https://www.dhhs.nh.gov/programs-services/disability-care/developmental-services/new-provider-and-onboarding-resources>
 - Area Agencies were part of developing this onboarding process.
 - Training and education offered for new providers by BDS.
 - <https://www.dhhs.nh.gov/sites/g/files/ehbemt476/files/inline-documents/sonh/hem504adoptedrule.pdf>
 - SB 409 Recreation Legislation: Still in contracting process for a fiscal agent.
 - Council members would like the process to apply for funds to be easy and with no barriers.
 - Rate Setting Update
 - Dependent upon approval of the budget.
 - <https://www.dhhs.nh.gov/sites/g/files/ehbemt476/files/documents2/bdssystemsrategppt08162024.pdf>
 - <https://www.dhhs.nh.gov/sites/g/files/ehbemt476/files/documents2/bdssystemsrategminutes08162024.pdf>
 - <https://youtu.be/26yDFNo5zoE>
 - Recommended that Council members share rate setting questions with Laurie Vachon.
 - DHHS/BDS Budget: https://www.das.nh.gov/budget/Budget2026-2027/2026B01_Agency_Budget_Book.pdf#pagemode=bookmarks&page=75&zoom=100
 - Prioritized Needs: Efficiency/Maintenance Budget:
 - Planning for new individuals to bring into services.
 - How many staff residences do we have in NH and what do those costs look like?
 - Recreation funds were put in the budget.
 - Cathy Spinney: How is DHHS/BDS handling the lack of state revenue and projected losses? Has BDS implemented a 5% cut as requested by the Governor and how will this impact our families and individuals? Abby: No cuts have been made to our proposed budget.
 - Jennifer Bertrand: Has there been an analysis of rates and rate increases for PDMS so can families stay competitive? Abby: PDMS is the last rates we are implementing so we can be thoughtful on the analysis. We have some exciting work ahead of us in the state around PDMS and self-direction.
 - Cathy Spinney: Families need to know where they can compete in the marketplace.
 - Area Agency Contracts:
 - Laurie Vachon at BDS is working on the contracts.
 - Karen Hatch: Family Support Council Funds: Can the model not be invoiced for families? This is creating issues for councils and families. Abby: Laurie Vachon is working on this issue.

Committee Updates

Data (Chair, Emily Manire)

- No Update

Membership Committee (Chair, Isadora Rodriguez-Legendre)

- No Update

Rules and Regulations (Chair, Stephanie Patrick)

- HEM 1001 Rule: Certification Standards for Community Residences
 - Submitted comments in the informal process
 - Deadline for comments is 11/5/24
 - Rules Committee would like to work on submitting formal comments, especially when informal comments not implemented

VOTE: to empower the rules committee to submit formal comments on behalf of the Quality Council based upon already voted on informal comments and recommendations as a follow-up in the rules process.

- Isadora Rodriguez-Legendre made a motion to empower the rules committee to submit formal comments based upon already voted on informal comments and recommendations. Karen Blake: seconded the motion.
 - Discussion: Marissa Berg: Quality Council and CSNI and individuals all have the same power to submit their own comments. Perhaps council members would like to take the informal comments and send their own comments. Stephanie Patrick: Anyone can submit comments at any time.

Roll Call VOTE:

Present QC Voting Member Name	VOTE
Abby Conger	Yes
Tammy Mills	Yes
Louis Esposito	Yes
Adam Schier	Abstain
Isadora Rodriguez-Legendre	Yes
Jim Piet	Yes
Lisa Steadman	Yes
Karen Blake	Yes
Karen Hatch	Yes
Cathy Spinney	Yes
Ann Sanok	Yes
Rich Crocker	Yes

Donna Corriveau	Abstain
Marissa Berg	Abstain
Kenda Howell (Alternate)	Yes
Mary St. Jacques	Yes
Kelly Ehrhart	Yes

Motion Passes.

Person Centered Planning (Chair, Isadora Rodriguez-Legendre)

- No Update

Self-Advocacy Committee (Kelly Erhart and Isadora Rodriguez-Legendre)

- Waiting for a response from letter to BDS.
- Marissa Berg: Training for self-advocacy groups
 - Working with People First and ABLE NH to coordinate best practices for training opportunities for self-advocates.
 - CSNI to keep an updated list of self-advocacy organizations.
 - Isadora Rodriguez-Legendre: Can CSNI have this information on your website and engage with private providers to share information. Marissa: All providers have been notified.

CIS/Recreation (Chair, Karen Hatch)

- Did not meet

Housing (Chair, Marissa Berg)

- HB 1168 Evaluating the Disability Housing Crisis Committee hearing yesterday, 10.15.24. Very well attended by self-advocates.
- Encourage council members to watch the recordings of each hearing.

Mission and Vision Committee (Chair, Cathy Spinney)

- Sharing of Vision Statement
- Cathy Spinney gave background on the development of the mission statement.
 - This is phase one. We will then move onto the values and then the priorities.

Isadora Rodriguez-Legendre moves to accept the vision statement. Louis Esposito seconded the motion

Discussion: Donna C. reminded the council that we can give our suggestions to BDS and make a difference.

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Abby Conger	Yes
Tammy Mills	Yes
Louis Esposito	Yes
Adam Schier	abstain
Isadora Rodriguez-Legendre	Yes
Jim Piet	Yes
Lisa Steadman	Yes
Karen Blake	Yes
Karen Hatch	Yes
Cathy Spinney	Yes
Rich Crocker	Yes
Donna Corriveau	Yes
Marissa Berg	Yes
Kenda Howell (Alternate)	Yes
Mary St. Jacques	Yes
Stephanie Patrick	Yes
Kelly Ehrhart	Yes

Other Business

Tammy Mills: Job Seekers Toolkit is an important resource. Refer to People First and SALT.

QC Member round robin discussion on important topics to be considered:

1. Person Centered Planning
2. What are the projects the IOD are working on? What are the top five things the IOD thinks would be of interest to the Quality Council.
3. Mental Health and Collaborative Care, Person Centered planning
4. Deeper dive into the budget
5. Study Commission for HB 1028: Mental Health access for people with IDD/DD. Julie Lago wants to report back to the Quality Council.
6. Focused discussion on employment; statistics. Transparency and communication within BDS.
7. The 18-21 transition into adult services. How many people are waiting for services?
8. Meeting structure: Informational and Follow Up
9. Rate Work: discuss the impact of self-direction/PDMS families

Public Comments

Lisa Beaudoin: How will the 5% reduction in spending be handled in the budget with the reduction of interest and dividends tax.

Meeting Adjourned

*Mary St. Jacques made the motion to adjourn. Louis Esposito seconded the motion
The meeting adjourned at 12:01 p.m.*

*Minutes Respectfully submitted by: Carrie Duran, Council Administrator, nhcasqc@gmail.com
nhqualitycouncil.org*