

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

Meeting Minutes
February 6, 2013 at 3pm
South Conference Room

Present: Angela Drake, Jill Baker, Milissa Hicklin, Beth Brown, Diane Bannerman-Juracek, Susan Davis, Ben Layton, Cole Browne, Barb Bishop, and Hal Schultz

Absent: Cathy Brown, Laura Bittenbender, Kimberly Anderson, and Judy Condra

1. CDDO Management Reports – The group reviewed the CDDO Monthly Reports from November, December, and January. The numbers remain pretty consistent from month to month for the number of people in BASIS, number of eligibility determinations, and number of people determined in crisis. The number of people waiting for services with a past due request date has increased. Also, the group reviewed data gathered for the Statewide Quality Oversight Committee from the last quarter. There has been improvement this year in the number of affiliated providers performing all 4 required background checks on newly hired staff. There was a change July 1st in the emergency backup plan requirement for people receiving PAS services. Previously only those living alone needed a backup plan but after July 1st all individuals receiving PAS, including those who live with family, are required to have a backup plan. Case Managers are still working on getting those plans in place and that is why numbers have dropped from nearly 100% reviewed having backup plans in place to around 50%. The highest number of Critical Incidents per quarter continues to be for people going to the ER or being hospitalized unexpectedly.
2. System Issues / Updates / Gaps in Services
 - a. KanCare – The group discussed experiences so far with KanCare and problems providers and consumers are having around the state. Common reports of issues include; medical providers or providers for other Waivers haven't received a signed contract from the MCOs yet, claims are being denied/providers are not able to get paid for services provided, Waiver providers not getting current Plans of Care. People having problems with KanCare may call the KanCare Ombudsman for assistance or call into the daily KanCare rapid response calls. There will be more KanCare educational tours around the state. Information regarding the educational tours and phone numbers for assistance can be found on the KanCare website - <http://www.kancare.ks.gov/>
 - b. DD Waiver Budget – Governor Brownback's budget recommendation for the DD Waiver for FY14 & FY15 is for funding to remain flat at \$327 million. This does not allow for any room for growth in DD Waiver services for people to come off of the waiting list or access services through contract exceptions or crisis. Secretary Sullivan had requested additional funds for the waiting list and increased rates for providers and stated he will be sharing that information with the Legislature.
 - c. Workgroup Updates –
 1. Statewide Funding Committee – The DD Waiver is projected to overspend this year. KDADS and the CDDOs will continue to monitor projections monthly and KDADS has decided not to release the remaining \$927,000 in waiting list

money. Some money needs to be transferred to the DD Waiver yet for individuals accessing services through the Money Follows the Person grant. As it gets closer to the end of the year and if it continues to look like the Waiver will be overspent, then further action may be taken such as pending claims to providers until the next fiscal year.

2. Statewide Quality Oversight Committee – The next meeting will be in Topeka on February 7th at 10:00am in the DCF Learning Center.
3. DD Pilot Project – The start date is scheduled for March 1st. Workgroup members will be meeting with Wichita State University next to review outcome measures and data collection.
4. Challenging Behaviors and Employment First workgroups have been postponed.

d. System capacity FY 13

1. New Affiliated Providers – There are no new affiliated providers since the last meeting.
2. Pending Affiliation Requests – One Targeted Case Management agency from Burlington, KS is in the process of completing affiliation and one provider from Johnson County has requested affiliation for Targeted Case Management and Residential services.

3. Quality Oversight

- a. Consumer Quality Oversight visits – The group reviewed consumer visits from the previous quarter. All visits went well and consumers were satisfied with services. Assignments were made for the next round of consumer visits.
- b. Special Reviews / Issues – Both CDDO Specialists have been assisting consumer support teams with transition planning issues.

4. The next meeting is May 1st at 3pm in the Board Room at Cottonwood.

Minutes recorded by Angela Drake

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

Meeting Minutes
May 1, 2013 at 3pm
Board Room

Present: Milissa Hicklin, Cole Browne, Ben Layton, Jill Baker, Laura Bittenbender, Kim Anderson, & Susan Davis

1. CDDO Management Reports were reviewed for trends.
2. System Issues / Updates / Gaps in Services
 - a. Workgroup Updates –
 1. Statewide Funding Committee – Spending for this year is looking better and it appears no action will be taken regarding overspending. There is \$2 million in overspending due to Waiver access exceptions to the CDDO contract such as children in foster care or transfers from other Waivers.
 2. Statewide Quality Oversight Committee – The meeting was cancelled this quarter.
 3. DD Pilot Project – Jill Baker is a member of this workgroup and updated everyone on the workgroup’s progress for the KanCare pilot project. There is a goal to get billing through the KanCare health plans operational by July 1st.
 4. Challenging Behaviors and Employment First workgroups have been postponed.
 - b. System capacity FY 13
 1. One FMS provider is downsizing services to just agency directed Supportive Home Care.
 2. Pending Affiliation Requests – Two Day/Residential providers from Johnson County are in the process of affiliating with Cottonwood CDDO.
3. Quality Oversight
 - a. Consumer Quality Oversight visits –
 1. All consumer visits from the last quarter went well and no concerns were noted for follow up. The next round of consumer visits were assigned to members.
 - b. Special Reviews / Issues – The CDDO Specialists reviewed issues they are following up on and/or providing support teams with consultation.
4. The next meeting is scheduled for August 7th at 3pm.

Minutes recorded by Susan Davis

Cottonwood CDDO
Council of Community Members / Quality Oversight Committee

Meeting Minutes
August 7, 2013 at 3pm
Board Room

Present: Angela Drake, Cole Browne, Ben Layton, Beth Brown, Barb Bishop, Hal Schultz, Laura Bittenbender, Milissa Hicklin, Jill Baker, & Cathy Brown

1. CDDO Policies were reviewed by the Council and minor recommended revisions were made to correct grammar and state agency and services titles.
2. CDDO Management Reports were distributed and reviewed for trends.
3. System Issues / Updates / Gaps in Services
 - a. Angela updated the Council on the delay with FY 14 waiting list funds. The Kansas Department for Aging and Disability Services (KDADS) is not releasing the \$4 million in waiting list funds allocated for FY 14 due to a proviso passed by the Legislature that the I/DD system cannot receive waiting list funds unless the system is carved into KanCare. While the Legislature did not stop the current plan for I/DD services to be included into KanCare, the official roll into KanCare will not happen until January 2014. Therefore, it is possible that waiting list dollars may not be allocated until January 2014. Since the dollars are allocated for a full year, the six month delay could also mean that only half of the waiting list money allocated is actually used during FY 14.
 - b. Workgroup Updates
 1. Statewide Funding Committee is scheduled to meet on August 15th 9:00am at the DCF Learning Center in Topeka.
 2. Statewide Quality Oversight Committee does not have a meeting scheduled yet for FY 14.
 3. The KanCare DD Pilot Project Advisory Committee has been meeting every other Friday at the DCF Learning Center in Topeka. The group is working on how to test billing through the KanCare health plans, improving communication to stakeholders, and engaging providers to begin the contracting process with the KanCare health plans.
 4. Challenging Behaviors and Employment First workgroups are on hold.
 - c. System capacity FY 14
 1. One TCM provider has gone out of business and consumers transitioned smoothly to other area providers.
 2. One new Day/Residential/TCM provider from the Johnson County area is now affiliated with Cottonwood CDDO.
 3. There are currently two pending affiliation requests. One Day/Residential provider and one Specialized Medical Care provider. Both providers are from the Johnson County area and looking to expand into Douglas and Jefferson Counties.
4. Quality Oversight

- a. Consumer Quality Oversight visits went well and there were no issues requiring follow up by the Committee.
- b. Special Reviews / Current Issues
 1. CDDO Specialist Ben Layton has been working with a consumer's case manager and residential provider regarding staffing issues and providing services according to the person centered support plan.

5. The next meeting is scheduled for November 6th at 3pm in the Cottonwood Board Room.

Minutes recorded by Angela Drake