

**Division of Developmental Disabilities Services
Authorized Provider System Committee**

**DRAFT
Pending Committee
Approval**

**Meeting Minutes
2/9/2012
9:15 – 11:30**

Members Present/on Conference call: Vanessa Deloach; Warren Ellis; Jane Gallivan, Rich Irvine; Roy Lafontaine; Pat Weygandt, Karen Smith, Valerie Smith

1. Brought up unresolved issues from 1/26/2012 meeting:
 - The link to HP for the enrollment/application takes you to their webpage but the DDDS enrollment packet is not there. When will it be live? It needs final approval & implementation.
 - Waiting for final approval of the Waiver Description/Provider Qualifications for Behavioral Services from CMS. This is part of Amendment # 19, which we are awaiting approval on.
2. How do we (DDDS) ensure that people are actually able to make their selections? If family is involved they can assist, if no family involvement then we could ask an advocacy group (ARC, CLASSI) to assist the person.
3. How do we respond to persons wanting to move/what is the process to assure open choice. Pat to develop process outline for next meeting.
4. More agency information & survey outcomes to be added to the website to assist families in making their choice.
5. How will we manage our agency contact information & ListServes? Lori will keep the contact list/information & Vicky will manage the ListServes.
6. Warren will be updating the waiver/provider qualifications for Nursing & Behavioral services.
7. Discussed roll out process – how to inform families of choice & new process. Will develop at next meeting.
8. Topics for discussion at the next meeting are (Friday February 24th @ 9:15):

- Reviewing residential RFP
- Review outline of process for persons who want to move
- Develop roll-out process for informing families etc.
- Look at descriptions already on the website to ensure they are current