

Department of Developmental Services  
Self-Determination Program Workgroup Meeting

February 6, 2018  
10:30 AM – 4:30 PM

MEETING NOTES

**Welcome**

Nancy Bargmann, Director of the Department of Developmental Services (Department), welcomed everyone to the meeting. Director Bargmann discussed goals for the day, noting that the workgroup will focus on the tasks that still need to be accomplished prior to the implementation of the Self-Determination Program (SDP).

**Waiver Application Status**

Assistant Deputy Director Jim Knight reviewed the status of the SDP Waiver. Mr. Knight reported that the Department continues to work with the Centers for Medicare and Medicaid Services for the indication that the waiver is ready to be resubmitted; the Department will inform workgroup members of the outcome.

**Consumer Advisory Subcommittee**

Section Chief Jennifer Parsons introduced Nicole Patterson, the Department liaison to the Consumer Advisory Committee (CAC). Ms. Patterson explained the goals of the CAC Self-Determination Subcommittee and presented a brief outline of the SDP materials that will be reviewed by the subcommittee for posting to the Consumer Corner Department webpage. Ms. Patterson reported the CAC Subcommittee will meet the following week to discuss and make edits to the draft materials. There was additional discussion regarding fears that individuals may have regarding participation in the SDP. Workgroup members acknowledged that individuals may be fearful and noted the importance of information dissemination, specifically through Local Volunteer Advisory Committees.

**ARCA/DDS Subgroup**

Mr. Knight reported that the Department and the Association of Regional Center Agencies (ARCA) have been discussing regional center implementation needs for SDP. One item of discussion had been the development of the individual budget. This led to a discussion among workgroup members regarding cost neutrality requirements of the SDP, as well as a potential appeal process for disputed individual budgets:

- The workgroup agreed that the budget for an individual who has been receiving regional center services for less than one year could be annualized.
- It was suggested that there be a process other than Fair Hearing, by which budgets in dispute are decided.
- The workgroup may create a list of unique needs that could influence the budget of a participant.

Mr. Knight then discussed vendor/non-vendor expectations in incident reporting under the SDP. He stated that the Financial Management Service (FMS) will be responsible for reporting any information reported to them from SDP participants and non-vendored providers; vendored providers will still be required to submit incident reports directly to the regional centers. The Department is reviewing statute and regulations to determine which, if any, non-vendored providers would be mandated reporters. The workgroup also discussed how best to support participants in developing their own service provider agreements. The following is a summary of their comments:

- The workgroup agreed that tools provided to SDP participants need to be clearly defined as templates; it is important for participants to understand they are able to change the forms to suit their needs.
- The workgroup expressed concern that making things more complicated may frustrate those who had chosen the SDP in favor of traditional service delivery.

### **Assessments & Training Subgroups**

The workgroup reviewed the process explained in the waiver application for assessing settings for compliance with the Home and Community-Based Services (HCBS) final rule. Mr. Knight reviewed the language in the waiver regarding which settings would require an assessment. The Department will reconvene the Assessments Subgroup to establish the review process for settings in the SDP, including a process for any disagreements of a setting's compliance. The workgroup selected February 15<sup>th</sup> to hold a conference call for the Assessments Subgroup.

The Department will also reconvene the Training Subgroup to continue the development of the orientation materials and associated templates for tools, which can be utilized by SDP participants in setting up their program. The Training Subgroup may also review SDP materials that can be viewed on-line by those who are interested in enrolling into the SDP. For various reasons, some people are unable to attend an Informational Meeting. The possibility of on-line materials may be an option for people to get the SDP information in order to be on the list for initial selection. The workgroup selected March 23<sup>rd</sup> to hold a conference call for the Training Subgroup.

### **Program Guidance Review**

The workgroup reviewed a draft guidance document relating to Financial Management Services. The workgroup engaged in a brief discussion regarding the level of detail needed on FMS informational materials.

### **SDP Implementation Activities**

Mr. Knight discussed the need to establish goals and milestones, in order to establish a reasonable timeline for implementation of the SDP.

The workgroup broke into two, smaller groups to brainstorm SDP implementation needs relating to individual budgets, person-centered planning, independent facilitators, and setting assessments. There was additional discussion regarding the following:

- More information will need to be gathered regarding the expenditure of Social/Recreational funds in the SDP.
- It was discussed that reducing disparities needs to be a priority when developing an individual budget.

### **Enrollment**

Mr. Knight reviewed a breakdown by regional center of the number of individuals currently on the list from which the Department will select the initial 2,500 participants. The workgroup also discussed the selection process for participants.

### **Next Meeting**

The workgroup scheduled their next face-to-face meeting for March 21, 2018.