

Olmstead Subcabinet Executive Committee Special Meeting
February 10, 2016
Minnesota Housing
400 Sibley Street, Jelatis Conference Room
Saint Paul, MN 55101
11:30 a.m. – 12:30 p.m.

I. Call to Order

Action: N/A.

The meeting was called to order at 11:32 a.m. by Commissioner Mary Tingerthal.

II. Roll Call to Establish Quorum

Committee members present: Mary Tingerthal (Minnesota Housing); Chuck Johnson (Department of Human Services (DHS)); Jeremy Hanson Willis (Department of Employment and Economic Development).

Subcabinet members present: Roberta Opheim (Ombudsman for Mental Health and Developmental Disabilities); Colleen Wieck (Governor’s Council on Developmental Disabilities); Tim Henkel (Department of Transportation).

Guests present: Karen Sullivan Hook, Beth Sullivan, Alex Bartolic, Erin Sullivan Sutton, Mari Moen, Joe Sathe (DHS); Mike Tessneer, Darlene Zangara, Rosalie Vollmar (Olmstead Implementation Office (OIO)).

III. Agenda Review

Action: N/A.

IV. Action Items:

a.) Person-Centered, Informed Choice, and Transition Protocols

Alex Bartolic reported on the Person-Centered, Informed Choice, and Transition Protocols required in the Plan. The Person-Centered protocol is applied to everyone, and the Transition protocols apply to individuals who are moving from institutional settings to community-based settings.

She explained that the protocols were reviewed by OIO Compliance, Colleen Wieck and Roberta Opheim, and cross-walked against the Olmstead Plan, Jensen settlement agreement, 245D Rule, Positive Supports Rule, and CMS requirements for person-centered plans for Home and Community-Based Services.

**Action: Motion to approve the Person-Centered, Informed Choice, and Transition Protocols.
Motion – Hanson Willis. Second – Johnson.
In Favor - All**

b.) Proposed Modifications to January 22, 2016 Draft Quarterly Reporting Schedule for Olmstead Plan Measurable Goals

Mike Tessneer explained one of the components of monitoring compliance of the Plan was to determine how often measurable goals are reported. A reporting schedule was established to identify when agencies should plan to report progress on each goal.

Commissioner Tingerthal stated during the month of December staff worked with Judge Thorson to propose a plan for Compliance, Evaluation, Verification and Oversight of the Olmstead Plan. Included in the proposed plan was a template for the Annual Report and Quarterly Report, and a quarterly reporting schedule for the measurable goals. She reported the Subcabinet approved the reporting plan at the January 25, 2016 Olmstead Subcabinet meeting and staff hope that Judge Frank will soon issue an Order approving the proposed model as the compliance and reporting schedule going forward.

In response to questions asked by Roberta Opheim, Commissioner Tingerthal explained the Court gave a change in instructions and requested that the Compliance, Evaluation, Verification, and Oversight plan be prepared and sent to the Court by Friday, February 12, 2016.

In response to comments made by Colleen Wieck and Roberta Opheim about transitional data reporting, Commissioner Tingerthal stated OIO Compliance staff will meet with agency staff to develop a reasonable interim solution for reporting data that meets the current needs and is accurate and verifiable.

In response to comments made by Colleen Wieck and Roberta Opheim, Chuck Johnson noted that DHS staff have been assigned to create a plan that identifies a way to report external data consistently.

Mike Tessneer reported on the following proposed modifications to the January 22, 2016 draft quarterly reporting schedule for the Olmstead Plan Measurable Goals:

- **Person-Centered Planning, Goal 1:**

Change the proposed reporting schedule to February 2017, and quarterly thereafter. Erin Sullivan Sutton, Kim Anderson, and Alex Bartolic explained that an audit process of person-centered plans began in 2015 with one-third of the counties. The “Person-Centered, Informed Choice, and Transition Protocols” approved today will now be part of that audit process. After a full year of reviews, a baseline will be established and reported in February 2017.

Interim reporting could include information gathered from the ongoing audits. Further discussion is needed with DHS staff to determine the timing and content of the report. Commissioner Tingerthal asked if staff could meet to confirm what interim data can be reported and when that can begin. Once that is determined, an updated Proposed Quarterly Reporting Schedule will be sent out for final approval by the Executive Committee.

- **Person-Centered Planning, Goal 2, Sub-goal C:**

Change the proposed reporting schedule to February 2017, and annually thereafter. Alex Bartolic noted this sub-goal relates to National Core Indicators Survey (NCI) for people with disabilities other than intellectual and developmental disabilities. The NCI survey was piloted with that population in 2014 to develop a baseline. The modifications needed to the survey could not be completed in time for a 2015 survey. It will be included in a 2016 survey, and results will be available to report in February 2017.

Commissioner Tingerthal stated that eventually the Quality of Life survey results will be used as the measurement for this goal.

- **Transition Goal, Sub-goal C:**

Change the proposed reporting schedule to August 2016 and quarterly thereafter.

In response to comments made by Commissioner Tingerthal, Alex Bartolic stated that DHS staff will determine if the report in May 2016 could include data from October 1, 2015 through March 31, 2016.

- **Waiting List Goals, Goals 2, 3, 4, and 5:**

Change the proposed reporting schedule to August 2016 and quarterly thereafter. In response to comments by Colleen Wieck, Alex Bartolic agreed that in addition to

the **Community Access for Disability Inclusion (CADI)** waiting list numbers, the **Developmental Disabilities (DD)** waiting list numbers will be provided in the interim.

- **Crisis Services, Goals 1 and 2:**

Change the proposed reporting schedule for each goal to November 2016 and semi-annually thereafter.

- **Crisis Services, Goal 3:**

Change the proposed date to May 2016 and quarterly thereafter. Staff is validating the data against the baseline and it will not be completed in time for February 2016 report.

- **Transportation, Goal 2:**

Change the proposed reporting schedule to November 2016 and annually thereafter.

Action: **Motion to approve changes to the Quarterly Reporting Schedule as discussed. A draft of changes to the document as discussed in the meeting will be distributed to the Executive Committee/Subcabinet. If approved as stands, no further action is needed. If further discussion is needed, a meeting will be convened.**

Motion – Johnson.

Second – Hanson Willis.

In Favor - All

V. Adjournment

Action: **Motion to adjourn the meeting.**

Motion – Johnson. Second – Tingerthal.

In Favor - All

The meeting was adjourned at 12:44 p.m.