

Steering Committee Meeting Minutes

Meeting Date: February 11, 2013
 Time: 10:00a- 12:00pm
 APD- 1201 102nd Avenue North
 St. Pete, Florida 33716

Next Meeting: March 11, 2013
 APD - Tampa Office
 1313 N. Tampa Street
 Tampa, Florida 33602

Meeting Date	January 14, 2013 (Monday)
Meeting Location	APD Tampa Office 1313 Tampa Street Tampa, Florida 33602
Next Meeting Date	<u>February 11, 2013 (Monday) – St. Pete Office</u>
Facilitator Note Taker(s)	Gary T. Hartfield, Chairman Kym Mason, Secretary
In Person Attendees	<ul style="list-style-type: none"> ❖ Gary T. Hartfield , Chairman ❖ Marcia DiGrazia, AQL Liaison-APD ❖ Michelle Tolini, S.E. Liaison-APD ❖ Anne Hendon, Senior H.S. Program Specialist ❖ Nancy Simmons, FCC Chairperson – West ❖ Dane Jones, Provider/Member ❖ Shaquonna Fowler, Consumer/Member ❖ Ann Graybeal, Provider/Parent/Member ❖ Janis Alberti, Provider/Member ❖ Betty Beauchaine, Parent/FCC/Member ❖ Kym Mason, Provider/Member
Teleconference Attendees	<ul style="list-style-type: none"> ❖ Rebecca Vasey, Consumer/Member ❖ Tom Nurse, Parent/Co-Chairman ❖ Pauline Lipps, FCC
Visitors (New)	<ul style="list-style-type: none"> ❖ Melissa Godena, Support Service
Introductions & Acknowledgments	Gary Hartfield called the meeting to order at 10:00am All members shared their New Year’s Resolution for 2013.

Action Items

New Items
Quality Assurance-
QSI Update

QSI-Quality Assurance Issues- Michelle Tolini

Michelle provided the Committee with an historical overview of QSI Assessments. QSI started five years ago in 2008. Michelle and Anita Olan are Master Trainers. Each person who conducts QSI Assessments must be certified annually with an 85% agreement score. Most of the staff has never scored below 95% on a scale of 3.0 out of 4.0.

The unit conducts monitors periodically to ensure quality.

QSI Impact on I-Budget

QSI impacts I-budgets because it is utilized to identify Algorithms.

Future Goals for QA-Consumer Training

It is the goal of the unit to provide Consumer training on how to review QSI information to ensure accuracy.

Training Waiver Support Coordinators (WSC) on QSI was discussed at the last WSC meeting.

QSI Assessments are updated every three 3 years if the Consumer does not have any life changes.

The purpose of Quality Assurance is to ensure that there is a loop between APD and families. It was unclear as to how much education and/or information is provided to parent groups and members of the FCC in regards to QSI Assessments.

Family members can receive a copy via Zixmail (APD secured electronic mail system). This will not be available for individuals on the Wait List.

Impact Statement for QSI Assessments

The Impact Statement for QSI Assessments are that they are good for justifying "Medical Necessity". QSI triggers activities with certain questions. The "Question & Answer" section of QSI has been expanded to make it go into more depth.

Supported
Employment
Update

Debra Noel informed the Committee that the Region will soon began Web Ex training for Supported Employment. These trainings will be recorded.

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Transportation

Attendees must go to the Tampa office to participate.
These trainings will be open to the public.

Transportation needs were discussed. Many Consumers are choosing to cut transportation funding in their budgets to free up funds for others services.

Recommendations for transportations were as follows:

- ✓ Secure less expensive providers
- ✓ Group Homes can apply to become providers
- ✓ Waiver has approved payment for bus passes
(Clarification is needed regarding this option)

Adjournment

Meeting was adjourned at 12:05pm

