

HPR I Executive Director Forum
Friday, August 21, 2015
Region Ten CSB: Peterson Health Center

Members Present:

Brian Duncan	Dennis Cropper	Christy Cacciapaglia
Gail Paysour	Mark Gleason	Lacy Whitmore
Barb Shue	Dave Deering	Dr. Mary Clare Rehak-Smith
Damien Cabezas	Ingrid Barber	Denise Forbes
Robert Johnson	Jeff Aaron	Tammy Peacock

1. **Call To Order:** Brian Duncan.
2. **Welcome Participants on Phone Conference:** Mr. Cabezas was welcomed after calling in.
3. **Review of Agenda-** The agenda was reviewed and no items were added.
4. **Public Comment:** No public comments were offered
5. **Consumer Group Inputs:** There were no consumer groups present to offer inputs.
6. **Mileage Reimbursement for Regional Employees:** Mr. Johnson presented on the more complex issues regarding employee travel. For those living out of the CSB's area, the nearest CSB will be designated as the "home base" as a point of contact, and mileage will be reimbursed based on this point of contact. Mr. Duncan asked if there were any questions. Mr. Gleason asked if this is becoming the permanent model, which Mr. Johnson confirmed. The motion was presented and accepted.
7. **LIPOS Workgroup Update:** Mr. Duncan then gave the LIPOS Workgroup update, stating that the statewide group met last Friday but was not able to wrap up, yet the meeting was productive. Data is currently being collected in order to tailor any changes to the current LIPOS model to the CSBs. Mr. Johnson asked if the workgroup plans to come up with a standardized set of LIPOS procedures, to which Mr. Duncan confirmed, though he pointed out that LIPOS will not have the same reporting level as the current DAP model. Mr. Duncan added that the LIPOS model may move to a five-day plan instead of the current four-day plan, which can be concerning due to money issues. Ms. Peacock said that any budgetary concerns should be directed to the department. Mr. Johnson voiced a concern over limited LIPOS beds, and Ms. Peacock assured him that the Department has been looking into this. Mr. Duncan also added private hospitals were requesting that discharged patients receive follow up appointments within 7 days of discharge as part of the new protocol. CSBs are advocating for at least 14 days as a more realistic requirement.
8. **Regional Financial Reports:** Mr. Duncan presented the Regional Financial Reports, which can be found in the handout.
9. **Virginia Wounded Warrior Project Report:** Mr. Duncan presented the Virginia Veteran and Family Support report. The rest of this report can be found in the handout.
10. **LIPOS FY 16 Reports-** Ms. Paysour went over the FY16 LIPOS encumbrances by CSB and hospital, graphs for which can be found on pages seven and eight of the handout.

11. **Regional Initiatives Manager Report:** Ms. Paysour gave this report, found on pages 9-13 of the handout. Mr. Duncan told the group that he believed the UMT/SARAT combined meeting earlier in the month went very well. Ms. Paysour pointed out to the group that 23 individuals remain on the EBL, and stated that Mr. Vaughn mentioned that 90-95% of FY 15 monies were encumbered via DAP which meets required target as outlined in the current DAP Manual. As for the PBR Workgroup Update, Ms. Paysour pointed out that HPR I continued to be the region that utilizes the most PBR searches. Mr. Duncan added that increased publicity about MH/TDO processes along with CIT/education for law enforcement seems to have made a positive difference, as now members of the general public are well-informed on how to access beds. Mr. Duncan also added, after the presentation of the HPR I Regional Program Utilization Report, that Boxwood's numbers have improved and that the merge with the Mohr Center is going well.
12. **Regional Children's Services/Crisis Project:** Ms. Shue gave the report for the Regional Children's Services and Crisis Project, informing the group that Amanda Cunningham has been hired as Director. She further stated that Ms. Cunningham is well-versed in billing, is positive and enthusiastic, and will be present at the next ED Forum meeting. Ms. Shue then added that they are looking into how to collect data. Ms. Paysour said that she has asked for data elements but is still waiting. She did note that most will be demographic data, diagnostic data, and there may be response time data to be collected as well. Ms. Shue added that there would be a conference call next week to go through the Crisis Services Program Standards. Ms. Shue said she would be sending out the standards electronically, and Ms. Paysour reminded the group that these standards continue to evolve. Mr. Johnson asked which version of the protocols is the most recent, and Ms. Paysour said the ones on the website would be the most recent.

Mr. Johnson took the opportunity here to point out to Ms. Peacock that there needs to be accountability at the Department level, citing the three current versions of this protocol and the fact that expectations are unclear. Ms. Peacock reiterated to the group that any concerns regarding the Department should be sent to her, and that she agrees that the Department should be held accountable for stating expectations clearly. Mr. Johnson added that he feels that there is currently not a strong partnership between the Department and the Executive Directors, and that information is being sent to ID directors before Executive directors. Ms. Barber agreed, saying that there needs to be a meeting about this issue. Ms. Peacock added that she will e-mail Connie Cochran about these concerns. Executive Directors requested that Brian Duncan craft a letter to Connie Cochran on behalf of the region requesting that Executive Directors receive better and timelier communication from the Office of Developmental Services in order to allow for planning and policy development in the rapidly changing structure of ID/DD services and waiver redesign.

13. **REACH Report and Data Dashboard:** Ms. Paysour went over the remainder of the REACH Project Manager's Report, adding that one bed at the REACH house is currently closed in order to address a bedbug infestation, and they are currently operating at five beds. She also noted some concern about the growth in caseloads, stating that 30 per caseload is too much for coordinators due to additional responsibilities and travel time across the large region. Ms.

Paysour also added that Heather Norton has requested more money in order to hire the highest-qualified personnel. Mr. Johnson stated that they need to advocate for higher-credentialed staff. He asked Denise Forbes if it would be possible to offer employment to those currently being laid off from CVTC. The group then discussed possible incentives to offer to attract highly-qualified staff. Ms. Paysour added that finding highly qualified staff and workforce development continues to be the biggest concern, and added that another challenge is the cost of maintenance and repair at the CTH. The remainder of this report can be found in the handout.

14. **Children's Crisis and Psychiatry Services Report for July:** This report can be found on pages 30-31 of the handout.
15. **Western State Hospital Updates:** Dr. Smith of WSH then went over the Western State Hospital Updates and HPR I Aggregate Data for WSH for the beginning of FY 16. She stated to the group that she was happy that new DAP money was used to take the pressure off recently, as Western State Hospital was recently on divert status. She also added that WSH is getting a lot of forensic TDOs.
16. **Commonwealth Center Updates:** Mr. Jeff Aaron presented the CCCA CSB Statistics, which can be found on the last page of the handout. He stated that things are going slower, which is helpful due to building maintenance projects.
17. **Central Virginia Training Center Updates:** Ms. Forbes of Central Virginia Training Center gave updates, informing the group that the current census count is 228 and will be 227 by the end of the month. She added that the school has been closed due to disrepair.
18. **DBHDS Updates:** Tammy Peacock gave DBHDS updates, stating that that the Department continues to receive budget requests. Mr. Whitmore reiterated communication between the Department and the Executive Directors is vital, and Mr. Duncan agreed, stating he is particularly concerned about changes to ID. There was some discussion of whether CSBs are taking on Department responsibilities via case management. Concerning case management, three questions were brought up concerning data collection of case management responsibilities: 1: How often are case managers being supervised individually (adult MH, Child MH, SA, ID/DD)? 2; How often are case managers meeting with their supervisors in group staff meetings? 3: Do case managers have a specific list of items they check when visiting a client?
19. **Other Individual CSB Updates:** Mr. Gleason announced that a new director for NWCSB has been hired. Mr. Michael Elwell begins on October 1st.
20. **Meeting adjourned** by Mr. Duncan at 11:30 am. The next meeting will take place on August 21, 2015, at Region Ten CSB.