

HPR I START Advisory Council
Minutes
April 25, 2012
10 a.m. to noon
Region Ten Community Services Board Room 500A

Attendance: Gail Paysour, Krista Lynch, Lonnie O’Baugh, Mike Smith, David Yereb, Felicia Prescott, Paul Regan, Bob Villa, Jim Gillespie (by phone)

Gail Paysour, Project Manager for HPR I ID Crisis Services opened the meeting with START Statewide Implementation Updates including:

- Project Manager’s March Report of activities and progress on the Dickerson Road Respite Home project. Ms. Paysour shared architectural drawings of proposed finishes for administrative space in the basement of the home and proposed designs for the outdoor space to make it clinically appropriate for the population being served.
- Ms. Paysour noted that she is working with the HPR I Executive Forum to draft Business Associate Agreements to ensure the region has the appropriate mechanism in place to share information re: START clients across the region and with the vendor.
- Clinical Education Opportunities
 - Second Round of Statewide Launch Trainings will be offered May 23rd and 24rd at Henrico CSB. It is hoped that the region will have more slots available for additional staff to attend this event along with START staff hired by the vendor.
 - Dr. Joan Beasley will be offering training at the VACSB Pre-Institute Conference on May 1st on developing crisis plans. CSB Staff are encouraged to attend.
 - Bob Villa and Dr. Beasley along with a representative from each of the five planning regions will have a workshop on May 2nd on START and its implementation across the state.
- Localities were asked to begin identifying individuals with ID on their caseloads that may benefit from START Respite services.

Ms. Paysour and Mr. Villa provided updates on the Region’s RFP Process and State Budget. A vendor of choice has been identified and a contract will be finalized this week.

There was continued concern around the exact amount that the region will have available in fiscal year 2013. Ms. Paysour and Mr. Villa explained that Heidi Dix of the DBHDS announced at a meeting the previous week that there had been a technical error in the budget but that this is being resolved. A letter confirming this resolution to make the anticipated \$2 million available in FY13 is anticipated in the coming weeks. The DBHDS hopes to be able to increase that amount in FY14.

The minutes from the February meeting were distributed and approved as written.

There was discussion regarding the make-up of the START Advisory Council going forward. Ms. Paysour provided Guidelines from HPR V as a template for developing HPR I Guidelines. There was significant discussion regarding the role of the Advisory Council and the incorporation of private providers, state facilities directors and other advocates and consumers. It was agreed to include three private providers as part of the council with one of these to be nominated by the Virginia Network of Private Providers (VNPP) and the remaining two to be nominated by the ID Directors in the region. Providers will be approved for participation on the Advisory Council by the ID Directors' two-thirds majority vote. Based on this discussion, Ms. Paysour will develop a draft of guidelines for the region. This draft will be distributed to all ID Directors, the Regional Initiatives Manager and to Bob Villa for comment. A completed draft will then be sent to the HPR I Executive Forum for final approval.

Quarterly meeting times and date for the coming year were set and are as follows:

- **Thursday, July 19, 2012**
- **Thursday, October 25, 2012**
- **Thursday, January 31, 2013**
- **Thursday, April 25, 2013**

All meetings will be held at Region Ten CSB from 10:00 a.m. until noon.

Submitted by: Gail L. Paysour