

Meeting of the Mi Via Advisory Committee (MVAC)

Date of Meeting: January 24, 2019

Attendance (in person): B. Hill (Chair) L. Martinez (Co- Chair) M. Brown (member) S. Skaar (member) J. Bundy (member) C. Lucoski (member) S. Bass (member) K. Jones (member)

State Staff: R. Aguilera (DOH/MVU) A. Fernandez (DOH/MVU) R. Lewis (DOH/MVU) K. Opperman (MAD/HSD) E. Hill (DOH/MVU)

Guest: K. Galvan (DTS) T. Perry (DTS) J. Patterson (SDC) T. Story (Merit)

Attendance (by phone): D. Rickard (Conduent) P. Sandoval (Albuquerque Public Schools) -guest

Excused: C. Salazar (member)

Agenda Item	Discussion Summary	Decision	Follow Up Status	Deadline
1. Welcome & Roll Call	Call to order by MVAC Chair (B. Hill) 12:05pm. Extended welcome, conducted introductions.	Proceed	N/A	N/A
2. Review Agenda & Announcements (5 minutes). 12:05 pm – 12:10 pm. a. Add/remove items b. Public comment sign up c. Review of Ground Rules	<ul style="list-style-type: none"> Chair (B. Hill) reviewed the MVAC ground rules and asked for those who wanted to speak during public comment to sign up. The agenda was accepted The following persons signed up for public comment <ul style="list-style-type: none"> T. Storey, Merit consulting Agency T. Perry, Direct Therapy Services -vendor agency 	Proceed	N/A	N/A
3. Voting on MVAC nominations (30 minutes). 12:10 pm – 12:40 pm. There are (3 open seats.	<ul style="list-style-type: none"> The Chair asked all non-voting members to step out the room and for those who were on the phone to hang up and to call back in later. There were 4 nominations put forth. Nominations were discussed. The Co-Chair made a motion to approve the recommended nominees. None opposed the new nominations. DDS D will mail out the Mi Via Advisory Committee packet and provided a copy of the MVAC By-Laws to the new members. The nomination committee for this upcoming term will consist of B. Hill, L. Martinez and S. Skaar and S. Bass. the DOH DDS D Mi Via Unit Program Manager, R. Lewis asked that Consultant agencies share information with their participants about the MVAC and what role the MVAC has. 	Proceed	N/A	N/A

<p>4. Review Mi Via Advisory Committee's Purpose and By Laws 12:40 -1:20 Consistency with the ACQ -Meeting Notes Format: 40 minutes)</p>	<ul style="list-style-type: none"> • Chair (B. Hill) explained that the ACQ is requesting to have the MVAC follow the same format for meeting notes. DDS D noted that they would like for the MVAC meeting notes format to be in alignment with the ACQ's. The MVAC reviewed the new document format. The Chair, (B. Hill) noted that new format was not created by the DOH-DDSD Mi Via staff. He noted that the Mi Via meeting notes will need to be available to the public and the notes will need to accurately reflect what was discussed during the meeting. The MVAC Chair (B. Hill) shared his optimism that the ACQ documentation format will be better. • DOH-DDSD Mi Via Program Manager, R. Lewis requested that the MVAC follow a new process. The new process would include the MVAC reviewing each agenda item and gain consensus before moving to the next agenda item. The MVAC agreed to this process. The Co-Chair L Martinez made a motion to approve the new process as discussed. Member (M. Brown) seconded the motion. • It was further agreed that the MVAC agenda will be sent to the MVAC members two (2) weeks prior to the next meeting for the MVAC members to review. • MVAC made a recommendation to provide feedback to the ACQ regarding the format (Excel format) that is used to document the MVAC meeting meetings. There is concern of how accessible this format would be for Mi Via participants (letters are small). HSD/MAD/Mi Via MI Via Staff Manager, (K. Opperman) suggested to use Word but use a table format to make it friendlier for the MVAC. We want the meeting notes to be more accessible and person centered for participants. • The Chair asked the DOH-DDSD-MVU if a draft copy of the January MVAC meeting notes could be available within the next two weeks so that Committee Member, S. Bass, could have a copy to share with the ACQ on February 14, 2019. DOH-DDSD-MVU agreed to this request. 	<p>Ongoing</p>	<p>Ongoing</p>	<p>Ongoing</p> <p>January 2019 draft meeting January MVAC notes made available to the MVAC by April 8, 2019</p> <p>Draft copy of the January MVAC notes made available to the Committee Member by February 14, 2019</p>
--	--	----------------	----------------	---

<p>5. Review / Approve Meeting notes for April 2018, July 2018 and October 2018. 1:20- 1:30 pm</p>	<ul style="list-style-type: none"> • April 2018 Meeting Notes- The DOH-DDSD Mi Via Program Manager R. Lewis stated that she was unable to follow up with the original note taker who took the meeting notes for the April 2018 meeting. She further explained that she did not want to change what had been documented. The April MVAC notes will be available and sent out to the MVAC within the next two weeks. No objections were noted. • July 2018 Meeting Notes. The July meeting notes were approved by the Committee at the October 2018 meetings. The July meeting notes will be posted to the DOH- DDSD Mi Via website. • The Chair (B. Hill) asked if the committee could review the October MVAC meeting notes. Committee member (S. Bass) asked that her suggested edits be included into the October meetings notes. Committee member (M. Brown) gave the motion for approval of the October MVAC meeting notes and the Co-Chair (L. Martinez) seconded the motion. Meeting notes were approved for the month of October. • Committee member (M. Brown) asked if the meeting notes could be mailed out. The Chair explained that the notes are available online, • Member (Member S. Skaar suggested to Member SB) that she call the for the ACQ to get discussion of ACQ notes format to be put on the agenda. 	<p>July 1, 2018, MVAC Meeting Notes will be posted to the DOH-DDSD-Mi Via Website</p> <p>Approved October 2018 MVAC notes</p>		<p>R. Lewis will send MVAC April 2018 notes by February 14, 2019</p>
<p>6. Break 10 minutes</p>	<p>Break</p>	<p>NA</p>	<p>NA</p>	<p>NA</p>
<p>7. DDSD Speaker Division Director Jim Copeland (30 Min)</p>	<p>Jim Copeland, the DOH-DDSD Division Director was welcomed to the MVAC meeting. This is his first-time meeting with the group. Director Copeland shared with the group that he has been in his position since March 15, 2017. Director Copeland shared with the group his personal and professional experiences in life with serving and helping individuals with I/DD. Mr. Copeland answered several questions put forth by MVAC members.</p>	<p>NA</p>	<p>NA</p>	<p>NA</p>

8. DDS Speaker Deputy Director Roberta Duran.	Deputy Director Roberta Duran introduced herself to the MVAC. She presented a slide show on the DD and Mi Via Waivers Rising Cost. She gave a presentation that addressed rising costs of the waivers, contributing factors and the steps to address the rising costs.	A copy of the slide presentation	Regina Lewis	As soon as possible
9. Update from the MVAC Chair 2:40 to 2:50 (10 minutes)	<ul style="list-style-type: none"> • Chair (B.Hill) addressed the group at 1:32pm regarding: <ul style="list-style-type: none"> - Need to understand that legislature is in session. - Since October there is new administration. The Governor has named Jane Wishenr as the Senior Policy Advisor to the Governor; she has knowledge in the DD world. - The Chair spoke to how he enjoyed the meeting he attended with the Consultant agencies for their Strategic Planning meeting. - The chair and his work colleague had a meeting with the new Division Director of Division of Health Improvement (DHI) C. Burstmeister and S. Brown, the Deputy Division Director with the Incident Management Bureau (IMB). DHI new leadership will address the back log. - Need for MVAC to interact more with the DDPC as they are advised by the legislature. There are parents at the DDPC, but they do not represent Mi Via. The Chair would like to have some representation from MVAC. Chair (B. Hill) will ask the Chair of the DDPC, A. Rasheed, to come speak with the MVAC in the future. - Chair (B. Hill) spoke about a bill in the legislation. Misrepresentation of the Mi Via program is problematic as 	Ongoing	Ongoing	Ongoing

	<p>heard from Legislative Finance Committee report and the bill. The waiting list in some cases has driven the cost to be higher.</p> <ul style="list-style-type: none"> - MVAC Member C. Lucoski asked about Mi Via participants utilizing the Division of Vocational Rehabilitation (DVR). The DOH-DDSD Mi Via program manager noted there were no concerns noted to Mi Via participants accessing DVR if they choose to do so. The Chair noted that if more resources such as DVR could be used it may reduce the need to access waiver services. The Chair will be reaching out to the Attorney General’s Office to address this. - Chair Hill stated there is a need for a formal request from the MVAC to the Legislative task force, regarding 1915 c waiver program and sheltered workshops. Minimum wage does not apply in sheltered workshops. - The chair is also serving on the rate study group. Last week the rate study sub-committee of the ACQ had a call. For Mi Via the only services that are being reviewed are the In-Home Living supports and Consultant services. The Chair B. Hill stated that A. Rasheed, DDPC-Chair, is currently the only representation for self-advocates. DDPC Chair Rasheed will write a letter to the Rate Study Committee regarding consideration of participants/recipients in the rate study. MVAC Chair indicated he would not write a letter without getting this groups approval to do such. The Chair asked DDSD-Deputy Division Director, R. Duran, when the rate study would be completed. Deputy Division Director Duran stated that the timelines for the rate study is behind but would be completed around April 2019 with final recommendation no later than June 2019. Chair Hill would like to draft a comment letter, from the MVAC, based upon the process that was undertaken. Chair Hill would like to bring those concerns to this committee. The MVAC will be on record with having a comment and voice. Member (S.Skarr) noted that DDPC does have a Mi Via participant on the committee. 			
<p>10. Update from the recent ACQ – 2:50 - 3:00 (10 minutes)</p>				

11. Break (10 minutes) 3:00 pm -3:10pm	Break	NA	NA	NA
12. Fiscal Management Agency Update (Conduent) 3:10 pm -3:15 pm (5 minutes)	<ul style="list-style-type: none"> Member Brown did have a question about his check for Xfinity. He questioned how he can get his check sooner. D. Rickard stated they process request for checks when they receive them and suggested that he attempt to retrieve his bill online if it is available online rather than waiting for the bill to arrive by mail in order to submit it, with the Payment Request Form, to Conduent sooner. Chair (B. Hill) stated that this may be an ADA access issue and to get vendors i.e. Xfinity to come up with a comfortable accommodation. Member Bass) had a question with concerns related to EOR unemployment claims. Her question was whether it is possible to have the mail sent directly to the EOR instead of to TNT or to send the documents electronically from TNT to EOR. Member (S. Bass) states it takes too long coming from Oregon by mail. K. Opperman, HSD/MAD/MVU addressed the question and said that they are working with Conduent and TNT to ensure documents are received by the EOR timely. Member (S. Bass) indicated that she received documentation from Department of Workforce Solutions (DWS) that requests the EOR to provide financial information. MAD (K. Opperman) clarified that DWS letters are sent to TNT and TNT provides financial information. The EOR is sent a letter and questionnaire to be completed for DWS that includes information regarding the reason for termination of the employee. Chair (B. Hill) stated that he would follow up with MAD and Member (S. Bass) to address concerns related to DWS if DWS sending other documentation directly to the EOR. 			
13. Third Party Assessor Update (Qualis) 3:15 pm -3:20 pm (5 minutes)	<p>The TPA was not present. K. Opperman, HSD/MAD/MVU was available to take back any feedback or questions related to the TPA.</p> <p>Chair (B. Hill) has some ideas related to better use of MVAC time with the FMA and TPA and will reach out with suggestions.</p>			

<p>14. HSD/DOH Update 3:20 pm-3:40 pm (20 minutes)</p> <p>a. Waiver Renewal</p>	<p>MAD (K. Opperman) and DDS (R. Lewis) conducted this update together.</p> <p>MAD (K. Opperman) talked about the MVAC task force that was discussed in the October meeting to begin meeting to provide the departments, DOH and HSD, with input on the EOR structure and upcoming waiver renewal . She spoke regarding the two different models for the EOR structure that are identified in the CMS Technical Guide and that the task force can provide recommendations on.</p> <p>1.Common Law Employer Model: The EOR is the common law employer of workers who provide waiver services. The FMA functions as the EORs agent in performing payroll and other employer responsibilities that are required.</p> <p>2.Co-Employer Model: The EOR functions as the co-employer, or managing employer, of workers who provide waiver services. An agency is the common law employer of participant-selected staff and performs necessary payroll and human resources functions.</p> <p>MAD (K. Opperman) stated she wanted to determine when the Task Force would meet. This team would look at components of the waiver including the EOR structure and In-home living support services.</p> <p>If the MVAC Task Force group feels there is a need to, the group can review other services or all services in the waiver to provide feedback for the renewal. Request to the MVAC regarding which services they may like to review in the task force. HSD and DOH will facilitate the task force meetings.</p>	<p>Proceed</p>	<p>Meeting times for task force will be scheduled</p>	<p>None given</p>

	<p>MVAC task force would consist of other individuals, families and stake holders. Each meeting would be a look at cost by waivers, a look at all the services and a look at what works and does not work. We do want relatively small groups (10-15). Let us know if there are higher priority services to address. The purpose is to have feedback, start now to give time to really look at. We are looking for subject matter experts for this. Med Frag has the Family Advisory Board (FAB) and their focus are families and kids. They have a task force themselves. MAD (K. Opperman) explained this early piece is for the users for Mi Via. DDSD (R. Lewis) stated she had a solution. She suggested that the Task force meet and plan and then decide what steps to take next. The Idea is to come up with a Vision, Mission and shared value. That will drive how we do strategic planning in the future.</p> <p>The Mi Via task force is not the only opportunity to provide feedback. The task force is in addition to other feedback opportunities conducted as part of the waiver renewal process including: regional public outreach meetings, tribal consultation, formal public comment, and the public hearing.</p>			
<p>15. Public comment 3:40 pm -3:50 pm (10 minutes)</p>	<ul style="list-style-type: none"> • T. Story with Merit Consultant agency had a public comment, she suggested that the time and place for the MVAC meetings be included on the 3rd page of the Mi Via Newsletter in the calendar. Chair (B. Hill) said that is something we can look at. Consensus of the group was that was a good idea. • T. Perry with Direct Therapy Services (DTS) wanted to bring to MVAC's attention about the House Bill 68. She asked could 	<p>MVAC will look at Calendar suggestion.</p> <p>Ongoing</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>None Given</p> <p>None Given</p>

	<p>MVAC come together. T. Perry indicated that DTS would like to be part of the solution – regarding Deputy Division Director Duran’s DDSD’s presentation regarding the rising cost of waivers and the driving cost of the IHLS service. Chair (B. Hill) stated we need to be able to have the discussion. T. Perry asked what can DTS do to help with the lowering of the cost? MAD (K. Opperman) said what analysis shows is that most participants using IHLS use the highest rate for the service. Chair (B. Hill) addressed T. Perry and said that positively working with vendor agencies would work. DDSD (R. Lewis) said that it is important for vendors to know and to adhere to the Mi Via program rules and to direct EORs back to their assigned consultants for assistance. DDSD (R. Duran) stated that it is important to educate others about the Mi Via program</p> <ul style="list-style-type: none"> • P. Sandoval with APS schools. Has several students on the waiting list. She is responsible for all IDT meetings. Parents do not know what services are available to them. She had concerns. Chair (B.Hill) provided his number to reach out to and answer any questions P. Sandoval may have had. 	<p>Chair (B. Hill) provided his number to P. Sandoval to reach out and answer any questions she may have regarding Mi Via.</p>		
<p>16. Wrap Up of meeting (discussion of meeting time, longer agenda, agenda items for next meeting etc.) (5 minutes) 3:50 pm -3:55 pm</p>	<p>Meeting ran over, no items discussed.</p>	<p>NA</p>	<p>NA</p>	<p>NA</p>

Close 3:55 pm-4:00 pm	Meeting Adjourned at 4:07pm	NA	NA	NA
Next Meeting is scheduled for April 25, 19	Location: Department of Human Services 2025 South Pacheco in Santa Fe, NM 87505	NA	NA	NA
Acronym List:	ACQ- Advisory on Quality MVAC- Mi Via Advisory Committee AG- Attorney General CMS- Centers for Medicaid and Medicare services DHI- Division of Health improvement DOH- Department of Health DDSD- Developmental Disabilities Supports Division HSD- Human services Department MAD- Medical Assistance division MVU- Mi Via Unit EOR- Employer of Record ISD- Income Support Division DDPC- Developmental Disabilities Planning Council			

	DTS- Direct Therapy Services			
	FAB- Family Advisory Board			
	APS- Albuquerque Public Schools			
	IDT- Interdisciplinary Team			
	ADA- American Disabilities Act			