

HUMAN SERVICES ADVISORY BOARD

APRIL 13, 2022

SHARWELL BUILDING

CALL TO ORDER:

A meeting of the Human Services Advisory Board was Called To Order at 5:00 p.m. by Pete Smeltz, Chairman.

Members: Pete Smeltz, Jennifer Lake; Chad Riley; Michele Hazel; Commissioner Mirabito, Emily Powell Hodges, Dr. Terri Calvert, Carla Mitcheltree, Virginia Council, Jere Hoy; Commissioner Jeffrey Snyder; and Susan Newcomer.

Staff: Keith Wagner – Executive Director/MH-ID Administrator; Matt Salvatori - CYS Administrator; Kathy Hepler – AE Quality Manager; and Cathy Bennett - Administrative Assistant.

Guests: Nancy Penfield.

INTRODUCTIONS:

Pete Smeltz opened the meeting and asked everyone to introduce themselves. It was noted that three new Board members were in attendance that had been appointed since the January 12th meeting: Chad Riley (1/19/22 – CYS Sub Committee); Michele Hazel (2/16/22 – CYS Sub-Committee); and Dr. Terri Calvert (2/16/22 – MH Sub-Committee). It was also noted that Nancy Penfield was present as a guest and that her name appears on the April Joinder Board meeting for appointment to the CYS Sub-Committee.

MINUTES OF PREVIOUS MEETING:

Mr. Smeltz asked if everyone had reviewed the minutes and asked for a Motion. Commissioner Mirabito Moved and Virginia Council Seconded a Motion to:

“Approve the minutes from the January 12, 2022 Human Services Advisory Board meeting as presented by staff.”

The Motion passed unanimously.

OVERVIEW OF ADMINISTRATIVE ENTITY MANGEMENT QUARTERLY REPORT AND IM4Q UPDATES:

Kathy Hepler, the Joinder’s Administrative Quality Manager, provided the HSAB with a required update of Administrative Entity Quality Management Plan Objectives and IM4Q reporting information. She noted there were four ongoing objective areas for review in the third quarter of FY 2021-2022 (1/1/22 – 3/31/22): Individual to Individual Abuse; Employment; Restraints; and IM4Q. She provided a brief review of each objective which is summarized on the handout she distributed to the Board. In regard to IM4Q reporting, the MH/ID Agency has a contract with Advocacy Alliance to conduct evaluations with consumers to determine their level of satisfaction with services and they plan to interview 58 individuals during the contract period of 7/1/21 to 6/30/22. As of the third quarter they have interviewed 23 individuals and the number to be interviewed will increase in the coming months. The summary documents are an attachment to these minutes (Attachment A).

ADMINISTRATIVE UPDATES:

Mr. Wagner and Mr. Salvatori noted that they would be working on their annual plans in the coming months and would like to obtain input from the Advisory Board as to their thoughts on needed services for the community, existing services that need improvement, etc. Mr. Wagner noted that the FY 22-23 County Human Services Non-Block Grant incorporates funding for Mental Health Community Based-Funded Services; Behavioral Health Services Initiative; Intellectual Disabilities; Drug and Alcohol Services; Homeless Assistance Program Funding; and Human Services Development Funds and that there has been no increase in the mental health portion of funding for the past 20 years. Mr. Salvatori noted that he would be working on the FY 23-24 Child Welfare and Juvenile Justice Needs Based Plan and Budget and that this plan addresses services and funding to be provided during the period 7/1/23 to 6/30/24.


A lengthy discussion occurred among the Board members and it was agreed there is a need for greater community engagement/outreach by the Advisory Board and the families/consumers of human services to increase community awareness, reduce stigma, etc. On the CYS side, it was noted there is a need for increased support for families, whether that be a parents' night out, a support-group type event, a method to address transportation needs for families (including foster families), etc. Discussion also occurred regarding recognizing the unique needs/barriers for families of individuals with intellectual disabilities and/or mental health issues and the need to participate in community advocacy events. On the mental health side, it was also agreed that there is a need to advocate for increased funding, especially with legislators on behalf of mental health services. It was suggested that consideration be given to chartering a bus and traveling to Harrisburg to meet with legislators. Another suggestion was to consider holding some type of community forum event for the public which would include activities for youth. The group requested that Mr. Wagner look into these concepts further and get back to the Board with suggested ideas for implementation. It was also discussed that the group should meet more frequently than on a quarterly basis and it was agreed to meet again in 4 to 6 weeks to continue these discussions. Mr. Wagner will be sending out a potential meeting date for the group's consideration in the near future.

OTHER BUSINESS, NEXT MEETING AND ADJOURNMENT:

It was noted that the next meeting quarterly meeting of the Human Services Advisory Board is scheduled for Wednesday, August 10th at 5:00 p.m. at the Sharwell; however, as noted above, it has been requested that meetings be held on a more frequent basis and staff will be working on scheduling a date within 4-6 weeks. With no further business before the HSAB, the meeting was adjourned at 6:30 p.m.

Respectfully Submitted,


Keith A. Wagner
MH/ID/EI Administrator


Matthew Salvatori
CYS Administrator

Review Period 1/1/2022-3/31/2022

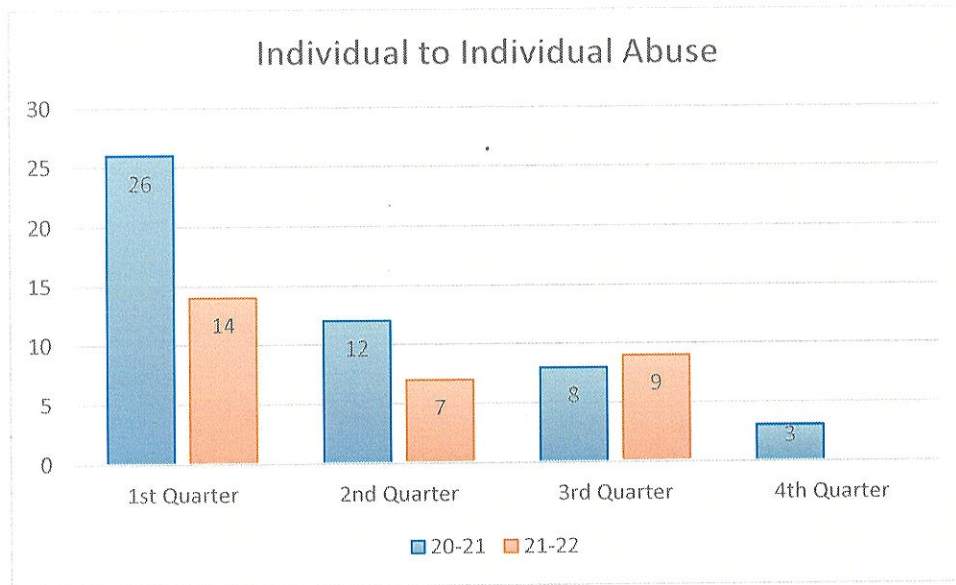
Focus Area: Individual to Individual Abuse

Data Review: The goal for this objective is to reduce incidents by 10% for FY 21/22 from 49 incidents to 39 incidents of Individual-to-Individual Abuse.

There nine incidents of Individual-to-Individual Abuse filed this quarter (January-1; February-3; March 5).

Three incidents involved when an individual was afraid because his housemate's behavior. Two individuals threw objects at their housemates. One pulled a sheet over the head of his housemate which upset him. One individual pushed his housemate, and another inappropriately flashed his housemate. Agency staff continue to work with housemates to teach better coping skills. Staff also work with Behavior Specialist to help support individuals living in the home.

Identification of Barriers and Strategies to Overcome Them: Agency staff continue to work with housemates to teach better coping skills. Staff also work with Behavior Specialist to help support individuals living in the home.



Focus Area: Employment

Data Review: The goal for this objective is to increase unduplicated individuals employed in Competitive Integrated Employment to 95, 10% over the baseline number of 86 by 6/30/2023.

Last quarter, there were 82 people were employed. This quarter, two people gained employment, two people were fired and two people returned to their jobs. At this time there is a total of 84 people employed.

Identification of Barriers and Strategies: One person was fired due to physically attacking a co-worker. Police were called and the individual pled guilty to Harassment-Subject other to Physical Contact and had to pay a fine. It is unknown if he would like to find another job. The other person was fired due to making false allegations against a co-worker. He is currently working with employment services to help him get another job. This incident was investigated and was not founded. Two people returned to their jobs due to low COVID numbers. SCs and providers will continue work with individuals to assist in job seeking and development.

Focus Area: Restraints

Data Review: The goal for this objective is to maintain restraints at no more than six restraints for Fiscal Year 21-22. This quarter there was one restraint. The restraint was a restrictive procedure approved by Human Rights Committee. The approved restraint was in response to the individual physically attacking staff. For the safety of staff, it was determined that restraining him was warranted. His team met a week after to discuss the incident.

Identification of Barriers and Strategies to Overcome Them: Staff working with this person continue to learn his triggers. Staff receive continued training and feedback to better identify possible triggers and how to better support this person so that the use restraints can be avoided in the future. The goal for this objective will be modified to maintaining restraints at no more than seven restraints for FY 21-22.

Focus Area: IM4Q

Data Review: The goal for this objective is to review and track to 86% completion of filed IM4Q considerations monthly. There were 13 considerations completed this quarter and 100% were completed within 30 days. Maintain at 100% for the next quarter.

Identification of Barriers and Strategies to Overcome Them: AE and SCO developed a plan so that considerations are completed within the 30-day timeline.

9/1/2021

2021-2022 IM4Q Program Monthly Reporting Form

Please complete and submit this two-page form the 1st week of each month reporting the previous month's activity to the appropriate IM4Q Regional Coordinator, and AE office(s). If AAW surveys have been completed this month, please also copy the appropriate BSASP IM4Q Coordinator and attach screenshots of the finished AAW surveys.

Contact Person: Katie Connolly

Date: 3/1/2022

Program Name:

Telephone Number:

E-mail: kc@theadvocayalliance.org

County/Joinder(s): Lycoming/Clinton

Please Provide the Following Information – Thank You:

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| A. Total number of individuals to be monitored for this contract year: | 58 |
| a. Number of individuals to be interviewed for the Core Indicators: | 7 |
| b. Number of individuals to be interviewed for the IM subset: | 49 |
| c. Number of individuals to be interviewed for the AAW subset, if applicable: | 2 |
| d. Number of individuals to be interviewed for the State Center subset, if applicable: | 0 |
| e. Number of individuals to be interviewed in person | N/A |
| f. Number of individuals to be interviewed via Zoom | 58 |
| B. Total number of individuals monitored in this month's reporting period: | 8 |
| a. Number of Core Indicator interviews this month: | 0 |
| b. Number of IM interviews this month: | 8 |
| c. Number of individuals interviewed for the AAW subset, if applicable: | 0 |
| d. Number of State Center interviews this month, if applicable: | 0 |
| e. Number of individuals to be interviewed in person | N/A |
| f. Number of individuals to be interviewed via Zoom | 8 |
| C. Total number of individuals monitored so far this contract year: | 15 |
| a. Number of interviews that were Core Indicators: | 3 |
| b. Number of interviews that were IM: | 12 |
| c. Number of individuals that were AAW, if applicable: | 0 |
| d. Number of interviews that were State Center surveys, if applicable: | 0 |
| e. Number of individuals to be interviewed in person | N/A |
| f. Number of individuals to be interviewed via Zoom | 15 |
| D. Number of consumers refusing to be interviewed this month: | 0 |
| a. When contacted before the actual interview: | 0 |
| b. At the time of the actual interview | 0 |
| E. Number of individuals who could not be interviewed for reasons other than refusal (death, not meeting residency or other requirements, etc.) this month: | 0 |
| F. Number of legal guardians, including parents of minor children, refusing on behalf of the person to be interviewed this month: | 0 |
| G. Number of individuals who were unable to be contacted or who did not respond to requests this month: | 0 |
| H. Are there a disproportionate number of refusals from a specific agency, program, or setting? If so, please explain: Click or tap here to enter text. | |
| I. Total number of surveys data-entered into ODESA in this month's reporting period: | 0 |
| a. Number of Core Indicator surveys entered: | 0 |
| b. Number of IM surveys entered: | 0 |
| c. Number of AAW surveys entered (if applicable): | 0 |
| d. Number of State Center surveys entered, if applicable: | 0 |
| J. Total number of surveys data-entered into ODESA so far this contract year: | 0 |
| a. Number of Core Indicator surveys entered: | 0 |
| b. Number of IM surveys entered (include AAW surveys, if applicable): | 0 |
| c. Number of AAW surveys entered (if applicable): | 0 |
| d. Number of State Center surveys data-entered, if applicable: | 0 |
| K. Total number of pre-surveys entered into HCSIS in this month's reporting period: | 8 |
| L. Total number of pre-surveys entered into HCSIS so far this contract year: | 15 |
| M. Number of postcard evaluations received this month: | 1 |