

**ALA
PLANNING & NETWORK ADVISORY COMMITTEE
MINUTES
March 8, 2016**

MEMBERS PRESENT

Irma Canfield, Chair
Mary Hanlon-Hillis, Vice Chair
Pam Stephens, Community Member
Sandra Iracheta-Cruz, Community Member
Ronald E. Moore, Family Member
Jennifer Tarr, Community Member
John Evans, Parliamentarian
Cara Magrane, Community Member
Virginia Burns, Community Member
Martha Moyer, Family Member

MEMBERS ABSENT

James Meadours, Family Member
William Robinson, Community Member
Debby Valdez, Family Member

STAFF PRESENT

Susan Lodge, Senior Director of ALA and Agency Coordination
Virginia Charles, Non Waiver Services Manager
Lona Carter, Waiver Services Manager
Lupe G. Abundis, Enrollment and Eligibility Manager
Jacob Ulczynski, Operations Manager & Privacy Officer
Teresa S. Kolenda, Administrative Assistant

1. Ms. Canfield called the meeting to order at 1:03 pm.
2. Roll call by Ms. Kolenda. .
3. Welcome and Hospitality
Ms. Canfield welcomed everyone and informed everyone the location of the emergency exits.
4. Citizens to be Heard
 - Ms. Canfield read statement for citizens to be heard.
 - There were no citizens to be heard.
5. Declaration of Conflict of Interest
 - Ms. Canfield read the following statement – If anyone has Conflict of Interest on any of the action items, they should abstain from voting.
6. Consider and act upon approval of the December 8, 2015 minutes.
 - A motion was made by Ms. Stephens to accept the minutes and amend Ms. Susan Lodge's title, seconded by Mr. Evans, the motion carried unanimously.
7. Consider and act upon the Request for Application (RFA) response from Milagro Discovery Day Habilitation Center.
 - Mr. Ulczynski discussed the current Request for Application (RFA) submitted by Milagro Discovery Day Habilitation Center and requests input from PNAC members. Discussion followed and all taken into consideration in determining the recommendation.

- A motion was made by Ms. Stephens to decline the RFA and return to provider to re-apply with updated information and clarify the numbers; seconded by Ms. Magrane, the motion carried unanimously.

8. Discussion of Crisis Needs Assessment

- Ms. Lodge discussed the process on the Crisis Needs Assessment with the following items of interest:
 - >Crisis Respite will be through Alamo Local Authority (ALA)
 - >Serenity House is for emergency crisis.
 - >Handouts provided to members with The Center for Health Care Services 24 hour Crisis & Substance Abuse Hotline information.
 - >All needs are considered to continue receiving services.
 - >Contact during business hours and no support after hours. If needed, please contact Virginia Charles.

9. Discussion and update on ALA Programs.

- Ms. Abundis reports an overview of Intake & Eligibility Program
 - >Intake & DID totals – 1263 unduplicated individuals served
 - >Eligibility Determinations - 304
 - >Consumer Benefits – 230
 - >Intake activities– 729
 - >Intermediate Care Facilities (ICF/IID) - 113
 - >Community Outreach – 6
 - >HCS Interest List – 4737
 - >GR Interest List - 1221
- Ms. Charles gave an overview FY 2016 Service Authorizations
 - Current census in GR program – 472 active
 - >Overview of FY 2016 GR Obligations \$1,057,043.74 and Utilization of \$467,306.47 (Feb. is not closed).
 - >Census in PASRR – 288 active
 - >Community First Choice (CFC)
 - 353 Active, 9 - CFC SC, 127- Intake/CFC SC, 217 – assigned to SC, 336 - Pending (unassigned)

Ms. Stephens left at 2:00 pm, No action items.

- Ms. Charles will meet with Sub-committee to review rates and make recommendations. Ms. Iracheta and Mr. Moore will be available next month to meet with Ms. Charles.
- Ms. Carter discussed the upcoming changes to Community First Choice in the Home and Community-based Services and Texas Home Living Programs:
 - Completing DADS Form 8510, HCS/TXHmL CFC personal assistance services/habilitation (PAS/HAB) Assessment
 - An upcoming webinar on March 21, 2016 will provide information on the current CFC changes.
- Mr. Ulczynski reports on the Quality Management:
 - Sub Committee will review rates
 - Office of Inspector General (OIG) Audit 2014-15
 - DADS Audit – Quality Assurance Authority Review .is scheduled on April 4-7, 2016.
 - Electronic Health Records is close to completion and more information will be sent out soon.

10. Discussion and update the Senior Director's Office
 - Ms. Lodge reports:
 - In February, DFPS Foster Home closed and moved children to San Antonio and was not equipped and ALA assisted. Emergency DID waiver slot received.
 - Also in February, an Intermediate Care Facility Provider Fair was held here at AACOG. Another ICF MR provider fair is scheduled for April and letters have been sent.
 - Texas Department of State Health Services (DSHS) Adult MH additional health needs to provide services.
11. Next meeting scheduled for June 14, 2016 at 1:00 pm.
12. Adjournment
 - A motion to adjourn at 2:40 pm was made by Ms. Hanlon-Hillis, seconded by Ms. Iracheta-Cruz, the motion carried unanimously.