

**ALA  
PLANNING & NETWORK ADVISORY COMMITTEE  
MINUTES  
June 14, 2016**

**MEMBERS PRESENT**

Irma Canfield, Chair  
Mary Hanlon-Hillis, Vice Chair  
Pam Stephens, Community Member  
Sandra Iracheta-Cruz, Community Member  
Jennifer Tarr, Community Member  
Cara Magrane, Community Member  
Debby Valdez, Family Member

**MEMBERS ABSENT**

James Meadours, Family Member  
William Robinson, Community Member  
Ronald E. Moore, Family Member  
John Evans, Parliamentarian  
Virginia Burns, Community Member  
Martha Moyer, Family Member

**STAFF PRESENT**

Susan Lodge, Senior Director of ALA and Agency Coordination  
Virginia Charles, Non Waiver Services Manager  
Lona Carter, Waiver Services Manager  
Jacob Ulczynski, Operations Manager & Privacy Officer  
Corina Arauza, Team Leader - Intake  
Teresa S. Kolenda, Administrative Assistant

**GUESTS**

Gil Escamilla, IT Dept.  
Austin Amaro, AHISD

1. Ms. Hanlon-Hillis called the meeting to order at 1:08 pm.
2. Roll call by Ms. Kolenda. .
3. Public Comments  
Ms. Hanlon-Hillis read the statement allowing time for anyone to comment to the Advisory Committee on issues and items of concern. There will be no deliberation or action on these comments. Time allowed is at the discretion of the Chairman, with three (3) minutes being customary.
  - There were no citizens to be heard.
4. Declaration of Conflict of Interest
  - Ms. Hanlon-Hillis read the following statement – If anyone has Conflict of Interest on any of the action items, they should abstain from voting.
5. Introduction to use of iPads for PNAC meeting agenda materials.
  - Ms. Lodge introduced Mr. Escamilla, IT Department, who will conduct a brief training on utilizing the iPads. Effective immediately, PNAC members will now be provided an iPad during our quarterly meetings in viewing all related materials.
  - Mr. Escamilla provided members instructions in accessing all PNAC related materials. Guided them through the process ensuring all members were comfortable with the equipment and answered all questions as necessary.
6. Consider and act upon approval of the March 8, 2016 minutes.
  - A motion was made by Ms. Stephens to accept the minutes and amend the date for the PNAC meeting originally indicated on the agenda, June 7, 2016; correct the acronym for TX Department of State Health Services (DSHS), seconded by Ms. Valdez, the motion carried unanimously.

7. Discussion and appropriate action on the recommendation to approved the Request for Application (RFA) response from The Backyard Serving Adults with Intellectual Disabilities (SAID) LLC.
  - Mr. Ulczynski discussed the current Request for Application (RFA) submitted by The Backyard Serving Adults with IDD for consideration and recommendations to approve from PNAC members. Discussion followed with the following items considered:
    - > Plan of Care, Ratio, Staff Experience and background, Funding and Credentials
    - >Further discussion on the indication that it serves children as young as 9 years of age and concerns with the credentials, background and experience for staff.
  - A motion was made by Ms. Stephens to accept, contingent upon a site visit by PNAC members and ALA staff for further clarification; seconded by Ms. Magrane, the motion carried with one nay.
  
8. Rate Review Subcommittee Meeting Report
  - Ms. Charles discussed the recommendations received at the meeting held on April 25, 2016. Acknowledgment for members on a job well done in advocating for rate increase. The following were considered in making the recommendations:
    - >Objective for Tiered Rate system/Buy up Plan
    - >Compliance Standards
    - >Monitoring requirements, Program Enhancements for all Day Habilitation Services, LIDDA Monitoring
    - >Methodology for rate increase –
      - a. Incentive Plan per tier: \$50 monthly/600 annually per person for day habilitation services
      - b. Incentive Plan per tier: \$25 monthly /\$300 annually per person for respite services and day habilitation summer camp.
    - >Participation and Payment –
      1. All Day Habilitation and Respite providers are eligible to participate in this incentive program.
      2. Payment will be made to program provider to receive the incentive rate upon receipt of all initial documentation.
      3. Incentive Rate will not affect the current personal budget allocations on IPC (Adult \$4000 and Child \$2000).
  
9. Discussion regarding the Alamo LIDDA Intake & Eligibility Process
  - Ms. Hanlon-Hillis felt a need to address some of the issues parents in the school district encounter. In partnering with ALA in ensuring that parents have clear and concise information on the process to access needed services for their loved ones.
  - The Questionnaire for HCS Interest List has been revised with the needed information included for parents in ensuring the necessary contact persons have complete information.
  - Discussion followed with future consideration in having secure online submission.
  
10. Discussion and update on ALA Programs.
  - Mr. Ulczynski introduces Ms. Arauza, Team Leader for Intake and reports on upcoming changes in light of the departure of Ms. Lupe Garza-Abundis. Overview of audits, DADS Quality Assurance Authority Review and Office of Inspector General (OIG) with the following:

- >DADS outcome was successful with the Local Authority functions score of 89.11%
  - >Preadmission Screening and Resident Review (PASRR) score of 88.11% acknowledgment on how well developed the agency is for a large facility.
  - >Texas Home Living (TxHmL) score of 82.5%
  - >Home Based and Community Services (HCS) score of 80.5%.
  - >OIG Audit – 3 preliminary findings:
    1. Documentation of Hiring process
    2. Inventory Fixed Assets
    3. Case file no face-to-face contact on individuals out of Bexar County
- Ms. Carter briefly discussed the STAR Kids Overview.

- A meeting was held here at AACOG on June 7 with all MCO providers in anticipation of STAR Kids managed care program beginning November 1, 2016.
- Other items of interest include basic medical benefits, coordination of care and stakeholders feedback.
- Ms. Lodge reports on LIDDA highlights that include:
  - Amendment of allocation for the year has been approved.
  - Crisis Services funding received.
  - There will be a stakeholders meeting on June 15, 2016 to notify of the allocation.
  - A site visit to the new Crisis Center in Lytle attended by Ms. Lodge, Ms. Charles, and Ms. Carter. It is a new 16 bed facility.

11. Items to be placed on next meeting's agenda.

12. Next meeting scheduled for September 13, 2016 at 1:00 pm.

13. Adjournment

- A motion to adjourn at 3:15 pm was made by Ms. Stephens, seconded by Ms. Iracheta-Cruz, the motion carried unanimously.