

**ALA
PLANNING & NETWORK ADVISORY COMMITTEE
MINUTES
Meeting of January 11, 2011**

MEMBERS PRESENT

Irma Canfield, Chair
Mary Hanlon-Hillis, Vice Chair
Pam Stephens, Community Member
Cara Magrane, Community Member
Martha Moyer, Family Member
Sandra Iracheta-Cruz, Community Member

MEMBERS ABSENT

Debbie Valdez, Family Member
Jackqueline Cooper, Community Member
Nana Knowles, Family Member
Becky Tarwater, Community Member
John Evans, Parliamentarian
Commissioner Paul Elizondo
Senator Leticia Van de Putte

STAFF PRESENT

Anthony Jalomo, ALA Director
Sonja Baggett, Quality Improvement Services Manager
Virginia Charles, Services Manager - GR
Sara Sobieski, Services Manager – HCS
Diana “Patty” Garcia, Team Leader, I & E
Teresa S. Kolenda, Administrative Assistant

GUEST PRESENT

Steve Enders, Executive Director, The ARC

1. Ms. Canfield called the meeting to order at 1:10 p.m.
2. Roll Call by Ms. Kolenda.
3. No citizens to be heard.
4. Ms. Stephens introduced Mr. Steve Enders as the Executive Director of the ARC of San Antonio. Mr. Enders briefly talked about his work experience and expressed his gratitude for being invited to this meeting. He is looking forward to in listening and learning all he can from the committee members and plans to utilize this knowledge in future endeavors.
5. Mr. Jalomo introduced Ms. Garcia as the new Intake and Eligibility (I & E) Supervisor. Patty previously worked as an Intake worker and is very knowledgeable about the entire Intake process.
6. As requested by the committee at the last meeting, Ms. Garcia is presenting a brief overview of the Intake & Eligibility process.
The following was discussed:
 - The Intake & Eligibility department serves as the front door into services of ALA. This department conducts the “Eligibility Determination Assessment (EDA)”, formally known as the “Determination of Mental Retardation (DMR)”.
 - Any individual interested in receiving IDD services must have an EDA to determine eligibility. This can be arranged by the consumer or family member contacting an Intake worker by phone, mail, fax, or email.
 - The I & E department is fully staffed and made up of the Supervisor, 3 Intake Care Specialists and 1 staff who is assigned 50% to the Intake unit

and 50% to Consumer Benefits. Staff rotates to cover “worker on call duties”.

- During all types of screening and assessing (telephone inquiries, walk-ins, etc.) Service needs of potential consumers are identified by the worker on call. The potential consumer can request an application be mailed to them. The worker also informs the potential applicant of our website, where a copy can be downloaded.
 - If it has been determined that an individual is not part of the priority population; staff will provide them with other resources and contact numbers within the community.
 - Once an application is received, it is assigned to a Care Specialist who then has 3 days to contact the family and schedule an intake appointment.
 - Our goal is to complete the eligibility process within 60 days (from assignment to a Care Specialist to the day of Eligibility assessment is completed).
 - The Intake process includes reviewing all available services in the General Revenue and the In Home Family Support programs, the DADS Explanation of Services and Supports as well as ensuring completeness of the application. Referrals are made and in some cases can be used immediately (i.e. Respite) If all supporting documentation is received (any previous psychological assessment, school records, etc.), the EDA appointment is scheduled.
 - The psychologist conducts the required testing to determine if the eligibility criteria is met (IQ of 70 and below or Pervasive Developmental Disorder). The care specialist meets with the family to review the results of the EDA and to identify what services are needed. At this time the consumer is placed on the interest list for the services.
 - All individuals are screened by a consumer benefits worker for SSI, SSDI and Medicaid eligibility.

Following Ms. Garcia’s presentation, Ms. Stephens inquired about the process for families who are interested in IHFS. She asked if the case worker assists the family with completing the application. Ms. Garcia explained that if families are interested in IHFS, they are referred to an IHFS staff who will assist the family on same day.

Ms. Hanlon-Hillis asked about the level of flexibility regarding the EDA appointment times. Whenever possible, the ALA accommodates the needs of the individual. Furthermore, Ms. Hanlon-Hillis is requesting Ms. Garcia speak at one of the educators meetings at Region 20.

Ms. Garcia reports the following statistics for Intake & Eligibility, beginning 1 September, 2010 through 31 December, 2010:

- 160 EDA
- 198 Intakes
- 21 CBO
- 91 applications were mailed out

Mr. Jalomo added that the I & E department has made great strides in successfully implementing changes in the work flow process in order to stay

within the 60 day timeframe for completion of I & E. While last year's total EDAs were at 300, the department has already reached 150 during the 1st quarter of this year.

7. Ms. Charles reports the following figures for the IHFS and GR Interest List for FY09 through present.

| | | |
|------------------------------------|-------------|-------------|
| | <u>FY09</u> | <u>FY10</u> |
| • Interest list people reported: | 587 | 830 |
| • Average number of Services: | 3.18 | 3.04 |
| | <u>FY09</u> | <u>FY10</u> |
| • Interest List Services Reported: | 1843 | 2724 |

Other items Ms. Charles touched on are: Approximate wait time on the list

- Funding for GR
- 85% obligated in IHFS
- Getting on the interest list once an individual is determined eligible and wants the service within 30 days

Ms. Stephens is requesting Mr. Jalomo give an update regarding the legislative session and the impact of the pending budget cuts at the committee's next meeting. Mr. Jalomo will attend a meeting in Austin regarding the upcoming changes and will update the committee members at the next meeting.

8. Mr. Jalomo gave an update on additional ALA activities:
- ALA brochures have been approved and have been ordered.
 - I & E department is continuing doing outreach in the community.
 - Staff are currently updating the ALA video to reflect the name change.
 - The lobby doors will be etched with the new ALA logo. Once this is completed, Mr. Jalomo would like input from members on ideas for a program slogan..
 - Ms. Kolenda will send out a reminder to all members for submission of suggestions.
9. At this time, the committee chair, Ms. Canfield requests to move on to agenda item number 9 in an effort to complete the agenda and adjourn the meeting prior to the members taking a tour of the ALA offices.
10. Ms Canfield opens the floor for announcements:
- Ms. Hanlon-Hillis acknowledged Ms. Cassandra Murray for a job well done in her recent presentation at the Alamo Heights parent's meeting. She is very knowledgeable and works well under pressure when responding to questions from concerned parents.

- T.A.A.I.D meeting on 1/15/11 @2:00 -4:00 p.m. Guest Speaker: Sara Watkins from the Coalition of Texans with Disabilities from Austin, TX.
 - TAPPetry meeting at Region 20 on February 26. Fee is \$25 for both parents to attend and includes lunch. Some school districts have funding and Region 20 has stipends available. Point of Contact at Region 20 is Ms. Gloria Williams.
 - National Autism Association of Central Texas, 1/15/11 at the Little Engine Homecare, Inc, 10:00 am – 12:00. Speaker: Lucas Ramirez, FNP and Alan Gutierrez, MS. RD. Come and learn about options for medical and nutritional interventions for children with development disorders.
 - Eva's Heroes – Santikos Theaters are partnering with Eva's Heroes every 1st and 3rd Tuesday of every month to provide a sensory friendly and accepting environment for all of the participants, families, and group homes. To learn more, people can access www.santikos.com/evasheroes.php to see upcoming dates/features. Another participating theater is AMC @ Rivercenter 9. The point of contact is Monique.navarro@circlecare4kids.com This event is open to all ages.
11. Ms. Canfield announced the next meeting on 5 April 2011 at 1 pm. Agenda items will be discussed between Ms. Canfield and Ms. Baggett. She also announced that the Town Hall meeting is postponed until after the end of the Legislative Session.
 12. Motion to adjourn made by Ms. Stephens; seconded by Ms. Iracheta-Cruz. All in favor, motion carried. Mr. Jalomo will begin tour of ALA offices.