

IDS Advisory Committee  
Meeting Minutes  
April 13<sup>th</sup>, 2009

**Present:**

Steve Allan, Options	Roderick Calkins, MCHD
Terry Dethrow, New Perspectives	Steve Kuhn, New Solutions
Tedra Mandell, Easter Seals	Tim Markwell, New Perspectives
Christina McCollum, CAPS	Lona O'Dell, Easter Seals
Scott Richards, MCHD	Erin Smith, CAPS
Gloria Thetford, Valley	Paul Logan, NWHS
Dick Horner, Guest	Cary Moller, CAPS

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**Meeting called to order at 11:07am**

**I. Announcements:**

- ❖ No minutes from last month due to technical error
- ❖ Budget legislative update – Rod Calkins
  - Overview of a budget that has been proposed, 30% cuts. Next forecast schedule will be out in a couple of weeks. There will be a Ways and Means hearing on April 20<sup>th</sup>, limited times available for public testimony regarding the proposed budget. CAPS will send information to IDS on times and location. Update on proposed integration pilots discussed. Planning meetings with DHS and County, FCHP and MHO Directors continue.
- ❖ A&D Update – Cary Moller
  - Doc Campbell's position has been eliminated from Cascadia. Indigent A/D contracts with current providers are being finalized, and a new provider should be in operation by July 1<sup>st</sup>, 2009. Cary also states that as part of it's restructuring, Clear Paths will be moving to Keizer, and will be hosting an open house on April 14<sup>th</sup>, 2009.
- ❖ PEO Invoicing – Erin Smith
  - Reminder that PEO invoicing for January-March needs to be submitted to CAPS by April 30<sup>th</sup>, 2009. The clinical supervisors meeting will be reviewing secondary authorization and client transfer forms, and they will be posting on MCHD website.
- ❖ Fee Setting – Cary Moller
  - Updated Fee schedules are due by July 1<sup>st</sup>, 2009. Feedback on how fee schedules and "Jarvis Calculator" relate to each agency is welcome.

## **II. Funding Proposals**

### **❖ Proposals – Cary Moller**

All proposals are recommended for development specifically as described.

- Options has submitted a proposal for development of PEO services.
- CBH has submitted a proposal for Latino Team development.
- New Solutions has submitted a proposal for TAY Services.
- CCS has submitted a proposal for multi-agency training for 0-5.
- CAPS -Residential Service Proposal - Leslie Stainbrook & Chris Pahl  
Provided Overview of Occupational Therapy services to be shared throughout the network. CAPS acts as a “gatekeeper” for residential services and funding. A handout with this information is provided.

## **III. Reports**

### **❖ Impact of No-Show Data – Erin Smith**

- March IDS Worksheets were distributed.
- Effective April 2009, CAPS made adjustments to some provider’s average number of clients to be served monthly. All changes are reflected in the document 2009 IDS Contract Changes and March’s IDS Worksheets. Changes were made to providers whose cost/client/month was not in alignment with actual cost/client/month.
- CAPS will continue to include No Show data in the monthly reports, however only data submitted for client’s who are covered and have an open authorization will be processed. A client is considered a “no show” if they fail to give at least 24 hours notice for their appointment, regardless of a reschedule. Agencies must ensure that all data submitted meet these criteria.
- \$0 Cost To Date report (aka "Stars and Rockets") was distributed. All agencies have a high percentage of clients identified as having \$0 CTD. It is recommended that agencies ensure these clients are reviewed to determine if they should have open authorizations, have outstanding claims, and/or need outreach services. Detailed client lists were faxed to all Data Manager's on April 7th.

## **IV. System Level Issues**

### **❖ Access - Cary**

- Updated provided. Expectation that agencies contact CAPS prior to closing of intakes. Underexpending the contract remains a concern with a goal of increasing access and serving target populations. Scope of practice or agency model should drive decision to accept new member into service not solely based on reaching incentive targets. Discussed possible month long system access monitoring, to assess more accurately members ability to enter service in a timely manner, including possibility of a “secret shopper” experience. Attempt to

make recommendation on improvement of access which historically has been very difficult to get an accurate picture.

- Canyon Crisis Center – has office space available and is interested in rural access to services for East County. Sherri Girod is the contact.
- Christina spoke to a representative from each IDS agency and asked for explanation of how an OHP member gets into their agency if they had openings. Also asked each how they submit MVBCN access to report. Each agency had similarities such as verifying eligibility, determining match between client need/agency, and being connected to a single intake coordinator. However, the next steps after the initial screening process vary as identified in the table provided in the handout. Was discovered each agency does not report MVBCN Access Report the same way. This would make the Access report data not accurate. CAPS will continue to work on how to capture accurate data that shows true service needs in Marion County areas.

## **V. Emergency Preparedness**

### **❖ MOUs – Dick Horner**

- Update on progress with Clinical Supervisors on:
  - Establishing MOUs,
  - Planning for the security of records in case of emergency,
  - Defining vulnerable populations.
- Discussed how to proceed from here to further emergency preparedness. Dick states that he is most concerned about the planning to be done for supporting vulnerable populations. Paul advocated for the use of Table Top exercises and invited the IDS to observe, which assists with preparation for an “event”. Tabletop exercise will be on April 29<sup>th</sup>, contact is Lola Hackett, NWHS. Will continue to work through issues at both IDS and Clinical supervisors meetings.

**Adjourned at 1:00pm**

Minutes by: Eric Lloyd