

Money Follows the Person
Steering Committee Meeting
151 New Park Ave, Hartford, CT
10:30 – 12:30, July 1st, 2010

Agenda

1. Introductions
2. Public Comment – Stan, Julie
3. Approval of Meeting Agenda – Stan, Julie
4. Approval of Consent Agenda – Stan, Julie
5. Approval of Minutes from the May 7 meeting – Stan, Julie
6. Workforce Development Report – Deb, Julie
7. Nominating Committee/By-Laws discussion – Michele
 - Recommendation to receive nominations in September
8. MFP Process Evaluation – Julie Robison
 - Recommendation to accept report
9. ADRC Status Update – Pam Giannini
10. CHCPE/PASRR Update – Kathy Bruni
11. ADRC – MFP opportunity for input into grant due July 30
 - Recommendation to host a joint visioning meeting
12. Project Director's Report – Dawn
 - A. Project Status:
 - Supplemental Award
 - HUD applications for new Section 8 vouchers.
 - Mercer report
 - Status of workgroups:
 - Active: Transition WG, Workforce Dev WG, Evaluation WG,
 - Hold due to staff shortage: Housing, QI, Hospital Discharge, HCBS
9. Public Comment
10. Adjourn

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Consent Agenda

1. Workforce Workgroup notes, 6/4/2010

Present: Liz Begley (Capitol Workforce Partners), Dawn Lambert (DSS/MFP), Sherry Ostrout (CCCI), Paul Ford (DSS/MFP), Daria Smith (CT SILC), Deb Migneault (CT Commission on Aging), Chuck Oakes, Julie Robison (UCONN) - Also participating by conference call: Julie Gelgauda (AASCC)

1) Workforce Conference

a. Review Goals of Conference

- i. Increase workforce pool by exposing people to what rebalancing is/means. Also the concept of self-direction.
- ii. Engaging youth at a future date.
- iii. Half-day
- iv. Target Audience: Movers & Shakers of Workforce Development: Workforce Boards, Community Colleges, etc.
- v. Hartford Area venue with follow-up with local events.
- vi. Great Speakers: Olmstead, Rebalancing, Direct-Care Workforce
- vii. Small group discussions over lunch.

Dawn suggested event needs to be open to broader rebalancing (i.e. Transition Initiatives need to identify who other partners are. Focus on global issues. This could lead to an annual "Report Card". It should be a large scale, high profile event, promoting accountability & transparency.

Discussion: Pros & Cons –

- Involvement of other groups might dilute the focus on Workforce Development
- Other workgroups would need to take the lead with their priority groups
- If we don't engage other groups, how do we engage them?
- In terms of funding, it is really only possible to do one event – what gets the furthest with this one event.

Consensus: Open with presenting the broadest perspective, and lead into how this fits into workforce development and how it impacts workforce development issues.

Capacity & Dates: Start with a focused list and invite them to send representatives. (i.e. – 10 key individuals who are asked to invite 10 individuals)

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Key Note Speaker – Possibilities:

- Robyn Stone, Executive Director of the Institute for the Future of Aging Services
- The new Director of CMS
- Someone who can speak to living in the community
- Panel of key people

Liz & Deb will work on the above, plus invitees and get something out to the workgroup for review in about 2 weeks.

2) Other work of this group:

- a. Need to get someone from Department of Labor onto the workgroup.
- b. Look at strategic plan
 - i. Liz & Sherry have connected with Alice Prichard, Executive Director, CT Women's Education and Legal Fund – Will be meeting with her on Tuesday.
 - ii. Liz has been working with her partners to focus attention on the importance of the front-line direct care workforce.

3) Next Meeting – No need to meet next week, (next regular meeting) – the Workgroup will meet on the regular July meeting date: 7/9/2010 – 1:30 PM in the SILC Conference Room at 151 New Park in Hartford.

Submitted: Paul Ford

2. MFP Evaluation Workgroup Thursday, June 17, 2010

Present (in person or by conference): Marie Allen, Onell Calderas, Megan Goodfield, Dawn Lambert, Diana LaRocco, Sandy Leubner, Eileen Murray, Martha Porter, Irene Reed, Julie Robison, Wendy Ulaszek

1. Evaluation workgroup process

Using the 2008-2009 MFP Process Evaluation Report as a guide, the structure and process of the Evaluation Workgroup itself was first discussed. Outcomes from the discussion include:

- Meeting Quarterly is sufficient for this point in the project.
- Some people are unclear of all the group's members. A list of workgroup members will be sent out by UConn, including each person's organization or role in MFP. There are people who wish to just get the minutes and not take an active role; they will not be considered part of the workgroup. Discussion concluded that possible holes in the group membership include representation from the PCA, ABI, and DDS waivers, as the CHCPE and DMHAS waivers are represented.
- The goals of the workgroup are not well understood. A bulleted list with brief descriptions of the goals and objectives of the MFP Evaluation and the

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workgroup was requested. UConn will prepare this and send it out. In particular, the group would like the overall goals of the grant, goals for this year, and the specific ones being worked on currently to be differentiated. There was a suggestion to fold these into the minutes of the Consent Agenda which is given to the Steering Committee. This would also increase communication from the Evaluation Workgroup to the wider MFP community.

2. 2009-2010 Process Evaluation

The July 1, 2009 – June 30, 2010 process evaluation was discussed. There was considerable discussion regarding whether to interview the same key informants from Year 1 for the second year of MFP, or to interview different individuals. Some of the key informants, such as the MFP project director and the individual waiver managers would have to remain the same. Others, such as representatives from the workgroups, could stay the same or new respondents could be interviewed. Using the same respondents would make it possible to compare the answers of each person from Year 1 to Year 2, making a longitudinal policy analysis possible. Using new respondents as much as possible would yield a variety of perspectives from Year 1 to Year 2. The process evaluation is to be an operational or administrative tool, acting to give immediate feedback to the project. Given this, it was decided to use different respondents whenever possible. This year's key informants will include:

- MFP Project Director
- Both Co-Chairs of MFP Steering Committee
- All 5 waiver managers
- 1 randomly chosen AAA director (excluding the representative from Year 1)
- 1 randomly chosen CIL director (excluding the representative from Year 1)
- 1 housing contractor director (excluding the representative from Year 1)
- 1 person representing the MFP fiscal intermediary
- 1 person representing the 24/7 triage service
- 1 person from each active workgroup (the facilitator of the workgroup will give UConn a list of active participants from which one person would be randomly chosen, excluding the representative from Year 1). These workgroups include:
 - Transition workgroup
 - Workforce development workgroup
 - Hospital discharge group
 - Evaluation workgroup
- All members of two transition teams. As the North Central region was represented last year, the teams should be from other areas of the state. To allow for greater representation, effort will be made to include an assessment

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social worker/care manager from DSS and one from an Elder Waiver access agency. Between the two teams, the following would be interviewed:

- 2 Transition coordinators
- 1 housing coordinator
- 1 care manager from an access agency
- 1 social worker from DSS
- 2 Nursing Home social workers

3. Quality of Life survey items for analysis

UConn is working on a quarterly reporting of QOL survey items and identified for the group 25 possible items to include. After discussion, it was determined that the report will instead act as a “snapshot” of fewer items representing several key areas. Approximately 10 items will be used to create this quarterly consumer report. UConn is to produce a template and give it to Dawn for her initial review.

4. Quality of Life survey

A brief update on the status of the QOL surveys was given. Through 5/31/2010, there have been 250 baseline surveys (out of 257 transitions); 119 six month surveys (out of a possible 135); and 32 twelve month surveys (out of a possible 40). These numbers include both demonstration and non-demonstration surveys. The demonstration numbers alone are: 210 baselines (out of 213 transitions); 95 six month (out of a possible 106); and 18 twelve month (out of a possible 21).

5. The next meeting will be **Thursday, September 16, 2:30-4:00 at UConn.**

Action item	Responsibility	Due date	Status as of 6/17/10
Send out abstracts to workgroup	UConn	4/1/2010	Complete
Quarterly QOL survey report	UConn	8/31/2010	In process
New Items			
Send list of workgroup members out	UConn	7/1/2010	
Brief descriptions of the goals and objectives of the MFP Evaluation and workgroup	UConn	8/1/2010	
Obtain list of active members of each	UConn / CO	7/1/2010	

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workgroup and identify all process evaluation respondents (excluding the transition teams)			
Work with Central Office to identify members of two transition teams	UConn / CO	8/1/2010	
Begin process evaluation interviews	UConn	7/15/2010	
Send Dawn suggested items for quarterly QOL consumer report	UConn	6/21/2010	
Send workgroup members the full table with the QOL survey numbers	UConn	6/25/2010	

Quality of Life Survey totals through 5/31/2010

TRANSITIONS			
Demo	Non-Demo	Total	
213	44	257	Transitions 12/4/2008 - 5/31/2010
BASELINE			
Demo	Non-Demo	Total	Of these transitions
210	40	250	a. Completed a baseline QOL interview
1	0	1	b. Refused the baseline QOL interview
2	4	6	c. Missed the baseline QOL interview
0	0	0	d. Still in process
6 MONTH			
Demo	Non-Demo	Total	
106	29	135	Number eligible for 6 month interview as of 5/31/2010. Of these:
95	24	119	a. Completed the 6 month follow-up
2	2	4	b. Refused the 6 month follow-up
5	2	7	c. Missed the 6 month follow-up
3	1	4	d. Lost to follow up (died, moved out of state)
1	0	1	e. Still in process

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12 MONTH			
Demo	Non-Demo	Total	
21	19	40	Number eligible for 12 month interview as of 5/31/2010. Of these:
18	14	32	a. Completed the 12 month follow-up
0	0	0	b. Refused the 12 month follow-up
0	0	0	c. Missed the 12 month follow-up
3	5	8	d. Lost to follow up (died, moved out of state)
0	0	0	e. Still in process
24 MONTH			
Demo	Non-Demo	Total	
0	0	0	Number eligible for 24 month interview as of 5/31/2010. Of these:
			a. Completed the 24 month follow-up
			b. Refused the 24 month follow-up
			c. Missed the 24 month follow-up
			d. Lost to follow up (died, moved out of state)
			e. Still in process

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