Lifesharing Western Region MINUTES

July 21, 2015

**Mission: *The mission of the Western Region Lifesharing Coalition is to foster growth and awareness of Lifesharing through Family Living throughout the Western Region of Pennsylvania.***

**Roles for May meeting**

**Facilitator: Carrie Kontis, and Darlene McConnell**

**Agenda Builder: Carrie Kontis**

**Note Taker: Marilyn Shiwarski**

**Timekeeper: Mike Mohnacky**

**Ground Rules:**

1. Arrive on time & start training at 10am. Take Lunch orders and ask for lunch to be served by at 12pm

2. No side conversations while other participants have the floor or a trainer is presenting.

3. Take Cellphone calls out of the meeting area

4. Parking lot items – the Parking Lot Method will be used for items that should be put on the next meeting agenda or discussed at the end of the current meeting if time allows.

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| **Question or topic** | **Owner** | **Decision/ Information** | **Come Prepared to** | **Outcome** | **Allotted Time** |
| 1. Opening round-  | Facilitator | Group Discussion | Introduce Yourself- Share one expectation you have for today. | New attendees included AE representatives. | 5 minutes |
| 2. Reminder of Positive and Productive Meeting format- Agenda Builder email for group to use:Lifesharingregion@outlook.com  | Facilitator | Information/Group Discussion | Volunteer for Time Keeper today? | Mike Mohnacky from Fayette Resources | 2 minutes |
| 3. ODP – new Information | ODP Representative  | InformationWayne’s email:wmcneill@pa.gov |  | Information was provided. | 5 minutes |
| 4. AE Quality Management Plan for 2016 | Facilitator | Suggestion from AE at Coalition Meeting- Good opportunity for Lifesharing awareness if the AE puts this on their county plan. Assure referrals reach all provider agencies in the county that have Lifesharing | Discuss | QMAP goal would center on promoting awareness.Wayne reached out to and requested that county fold attend.It was requested that referrals go to all the agencies, so that individuals have a choice amongst multiple agencies. | 1 minute |
| 5**. State Coalition Update:****PATH : Three Main Focus Areas**A. Conference- : From our Roots, Together We GrowPenn StateRamanda InnAlison Karnich assisted the Committee in securing David Hinsberger as the key note speaker.\*\*\*\*Lifesharing Awards –submission by August 10thB. Training-Increase membershipC. Expansion of Coalition- New item | Facilitator | A. October 19 and 20- State College Brochure is nearly complete and will be sent out to email membership. Room Monitors are needed- Bobbie Segin will coordinate:Bsegin@dauphin.orgSponsership response will allow a few “scholarships” for families, area on the registration will created for request. Uncertain about how many available. Cost of conference only can be covered. No prices as of yet for the conference. Jamie Walker at walker@westmoreland.swsix.com. If LS providers are interested in serving on a panel, contact Jen Tomaino at Jen.Tomaino@hrcinc.org.Stephanie Brown and Kathy Trumball are chairs. Volunteers needed for Training Committee- contact Stephanie Brown or Kathy Trumboresbrown@kencrest.org OR KTrumbore@accessservices.orgC. Ideas about enrolling more members for State Coalition from other groups such as OLTL, BHSL, Volunteers requested. Anyone from Western Region interested please let Darlene, Anna or Carrie know. | Info/ Volunteer | Mid August is the target date for registration to begin. Registration should be electronicPlease consider volunteering to help with room monitoring, and LS providers are needed for panels. See email on this page to volunteerSubmit Lifesharing Award Nominations by 8/10/15 Participants for training committee are needed. Training committee meetings are via conference calls by phone. There is no traveling involved.There is discussion regarding creating a standing committee to expand participation in Lifesharing meetings, etc . If interested in joining or leading please email anyone on the leadership committee (Darlene, Anna, or Carrie) | 6 minutes |
| 6. **Lifesharing Focus Group**A. Ron Melusky statisticsB. PROMISe Billing Update-C. ODP to do Webinar for SC on Lifesharing | Facilitator | Ron Melusky statistics:1700 persons in Lifesharing – On January 1 2015 15400 showed in billing. Data on living various homesODP took over all PROMISe application processing May 15th- In one month processed455 applications all were processed and turned around in 18 days.Most frequent issues with rejections are Missing Pages of the application, questions that provider agencies leave blank. (29% of apps rejected for these reasons). Overall rejection of 455 apps was 47%. Lifesharing had 80 apps in 455.Next they will focus on licensing turnaround timeRon is doing a webinar training for Support Coordinators- any input? | Information- provider feedback | A Lifesharing focus group was asked to meet with Patty McColl and Ron to discuss why there is a reduction in the number participating in Lifesharing across the state, when there has been an initiative. Ron put together the statistics on Lifesharing the data. Another hold up preventing individuals from moving into Lifesharing homes is the noncontiguous site paperwork. It was suggested that agencies email Michelle Walters.There was discussion about looking for volunteers to assist with different data information. Individuals who Live in Lifesharing:72% lived in 1 home. 22% have been in 2homes, 5% in 3 homes 1% have lived in 4,5, or 6 houses Duration of stay in Lifesharing Home(s): 14% = 1 year or <10% = 1 to 2 years62% = > 3 yearsSuggestions from our Western Region group will be sent to Ron - what should be included in the webinar:Agencies may have a financial disincentive to move people from a group home to a Lifesharing home. The SC should look out for the individual and make sure that they have a choice of living in Lifesharing. The SC should discuss moving to Lifesharing and educate the team about Lifesharing, even so far as exploring and learning about Lifesharing by visiting Lifesharing homes. The SC should be aware of the length of time it takes to set up a Lifesharing home and have everything in place so that services can begin. ODP should establish a process of getting consolidated waiver earlier.ODP should consider that webinar’s are not currently the most effective way of reaching an audience. There was an employment seminar on 7/20 that had to be cancelled due to technical difficulties, other webinars have not had adequate sound and participants missed information because they could not read along fast enough. | 10 minutes |
| **7. Nancy Thaler at PAR Membership** | Facilitator | Highlight of comments |  | Per Nancy Thaler, PA is no longer a functional system that focuses on People First. PA will end up having to make a choice on either be fee for service or managed care. They are looking at both options. She discussed group home staffing, relationship based living, continuing to live with parents being paid for Family Living, OLT Managed care, what will happen with pre-vocational …. They are looking at interim phase. They are looking at the structure of a person’s life, Looking at the separation of day and home. They are studying human resource shift and what can be done when there are not enough homecare workers and caregivers.Agencies can request a rate walk through file which will tell an agency how they got the rate assigned to them by ODP.  | 5 minutes |
| **8. IM4Q Conference July 29 to July 30** | Facilitator | Sarah Shaw will be doing training on How to Do Lifesharing for new agencies. Please suggest new agencies attend. If you are interested in helping Sarah present email her at sshaw@skillsgroup.org |  | Contact Sarah if willing to help. | 1 minute |
| **9. Lifesharing purchased items for Awareness trainings** | Facilitator | Display Board, Lifesharing Coalition banner purchased and may be used by members. To reserve the items Contact Mary Rhodes at:mrhodes@skillsgroup.org |  | Borrowers will have to pick the items up from Mary. | 1 minute |
| **10. Training Ideas for State Coalition Meetings** | Facilitator | Any ideas are excepted; any presenter suggestions |  | Next training at Emlenton will be the second in a series on Positive Approaches. If you have ideas let Carrie know.No ideas for State Training were voiced. | 5 minutes |
|  **11. Matt Jones answers to Coalition Questions**  | Facilitator  | Review notes; watch BHSL Q and A corner of webpage .Enterprise Incident Management System- target for Spring 2016- already running for early childhood.  |  | These were read they are part of the minutes from the PA Lifesharing Coalition June Meeting. | 20 minutes |
|  **12. Western Region Lifesharing Meetings** | Facilitator | Looking for a person to help Facilitate Meetings.Take turns creating agenda and facilitating meeting with othersDiscuss Actions Western Region LS providers can take in region | Discuss, volunteer | Darlene is retiring; Carrie and Anna need help with W. Region Meetings. You do not have to go to every state meeting to volunteer.Mike Mohnacky is considering. Additional volunteers are appreciated. | 5 minutes |
|  **13. Hot Topics- Any issues to take to State Committee? Any innovated ideas or approaches to share? Any Contract ideas to share?** | Facilitator | Current experiences with BHSL investigations? | Awareness | It is suggested that if self-inspection tool isn’t returned in 3 weeks that agency call BHSL central office. If promise application isn’t in three weeks, call.The question was asked about how many agencies have talked to politicians about the budget. Two one agencies responded. Erie Homes and Fayette Resources. The agency staff and the individual’s they support went to legislative offices in Clearfield, Indiana and Jefferson counties and held open houses for families and legislators. They also provide email/cover letters for staff to send to representatives with verbiage on issues important to the budget. Staff then only have to send the letter that is already prepared. | 10 minutes |
| **14. BHSL Surveys in Western Region-** What experience have you had with BHSL licensing since last we met? | Group | Group Input/Discussion | Awareness | Agency reported that a recent monitoring went very well the licensers were very nice and respectful. Agencies reported water temperature issues. | 10 minutes |
| 15. **Burning Issues and Parking Lot-**  | Facilitator | Group Input/Discussion |  |  |  |
|  **Closing Round:**  | Group | Group Input |  |  |  |

State Coalition meetings: August 20 at 10AM State College, Celebration Hall

WESTERN REGIONAL MEETINGS- 3rd Tuesday of every other month- opposite State

September 15

November 17

No Meetings in January

**Facilitator: *Leads discussion***

**Agenda Builder: *Received information and builds agenda***

 **Note Taker: *Note taker highlights agenda items from current meeting discussion, records decisions***

**Timekeeper: *Keeps group on track with overall time***

**PARKINGLOT\_\_\_\_\_\_\_Dave Fye – Director of BehaviorSupports for Fayette Resources did a training on Verbal Intervention- it was very good\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Agenda Item** | **Agreed Actions** | **By Whom** | **By When** |
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