

# ARVAD

## Meeting Minutes: September 20, 2018

*Reported about individuals who found employment within the region and shared positive stories.*

### 1. Minutes:

- *Tessa moved approval of the August 16<sup>th</sup> meeting minutes. Angela seconded the motion. Motion carried.*

### 2. Dave Updates

- **PAC:**
  - Next meeting is October 3<sup>rd</sup>.
  - The group went over the Staff Satisfaction survey at the last meeting and felt the current survey is good.
  - Family and Staff satisfaction surveys are out now.
  - We will allow for a 2-week turnaround this time.
- **NASP:**
  - Dave shared numbers the State handed out at the last meeting over how many people are receiving services.
  - He noted that the numbers are confusing and appear that hundreds fewer people are being supported now than a few years ago.
  - NASP will be putting together a form of the White Papers just like Dave used to do.
  - There has been no new information on the “pause button” at the State.
- **ARC of NE:** Nothing new to report at this time.
- **AC/GB:**
  - Met in September.
  - Advisory Committee provided input on Family Satisfaction Surveys, which have since been sent out.
  - Surveys close on September 29<sup>th</sup>.
  - Responses are coming in already.
- **Legislature:**
  - The focus will be on funding.
  - A request has been submitted by DDD to the Governor for an additional \$5 million for DD services.
- **IT Committee:**
  - Thank you to Victoria and Michele for helping sort out the website management in Zac’s absence. And many thanks to Amy Liebsack for maintaining as much as she can on the website.
  - The next meeting will be October 31<sup>st</sup> at 10:00 a.m.
  - At the next meeting we will begin discussions on a new website formulation.
- **HR Committee:**
  - **Donated Leave Policy:** Our attorney is very clear that we cannot donate leave time for healthy mom and healthy baby. The only time we can donate leave time is medical emergencies or national disaster emergencies.
  - **Sick Leave Payout:** Governing Board did approve the change in the sick leave payout policy.

- **Flu Shots:**
  - *Bruce moved to approve \$35 toward flu shots. Dave seconded the motion. Motion carried.*

### 3. Carol:

- **Numbers for joint ARVAD/CSC meeting:**
  - Carol reported that assistants could attend this year's joint meeting.
  - Please let Carol know how many from your agency will be attending so we can plan for it.
  - We are looking at trying to get the State Patrol to come speak at the meeting.
  - We're also looking at having someone come speak about bed bugs again. It would be a much shorter presentation than the previous one; roughly half an hour.
- **Management Assignments for 2018:**
  - If you have not turned in your Management Assignments for 2018 yet, please turn those in to Carol.
  - We're looking at a few different things we'd like to have done for next year's management assignments. One of the things we're still asking is that management attend the Geery Howe training. Another would be the SCC Bootcamp training.
- **Agency Visits:**
  - We would like to do the agency visits again in 2019.
  - Each agency would need to visit an agency they haven't already been to.
- **Lifts:**
  - Carol reported that one of the strain survey results was lifting people straight up from the floor. This causes unnecessary back strain.
  - This has been the highest perceived strain in the majority of surveys we have done.
  - We need good lifts at every agency. Several agencies reported a need for good lifts.
  - Some of the training we have for lifting is included in the Back to Basics training provided by the nurses.
  - There was a request to put the lift training video on the website.

### 4. Ryan Neal:

- Ryan spoke on Share of Cost.
- This is primarily in relation to DACs.
- Medicaid is trying to use an individual's wages to determine a share of cost, which is not allowed by Social Security.
- On October 1<sup>st</sup> Angie Howell of Easter Seals will take it court to challenge this ruling. Ryan will keep ARVAD posted on the outcome of this process.
- Ryan said to look at the individuals within your agency who have a share of cost, is DAC and is working. Contact Ryan with situations you're unsure of in your agency.

### 5. Kevin:

- **Financial Grade Reports**
  - Kevin reported that once a year he usually goes over the balance sheet with ARVAD.
  - This year he just highlighted the FY '18 bottom line and the program history through FY '17.
  - He also handed out the current insurance costs. The top line is mainly miscellaneous liability insurance. The second line is non-auto and the third line is automobiles. The bottom side of it is the work comp insurance.
  - We're in good financial shape currently and have 3 4-week pay periods coming up.

- **School Contracts/Para Rate**
  - Kevin sent out the rates for school contracts/para rates. The amount the schools can get is \$13.00 per hour.
  - Our contracts with the schools need to cover staffing costs and in many cases will be over \$13.00/hour.
  - He said to make sure you follow the portal process to sign up for it. Get started now to get log-in.
  - You only need to do this if you have a current school contract.
  - The Department of Education is requiring this for each RVS program. Kevin can't do it for all anymore.
- **Bed Bug Policy Review**
  - Kevin reported that we have a program struggling with bed bugs at the moment.
  - The group agreed that the policy drafted by Linda in Nebraska City 2 years ago are just fine. The policy needs no amendments or changes.
  - There was a suggestion to do the bed bug training at the same time we do the annual whistle blower policy every year.
  - There was a request for Linda to send ARVAD the checklist Nebraska City staff follow in their group homes quarterly to track for any bed bug presence.
- **BCBS Data**
  - Kevin reported that he attended a BCBS presentation recently and decided to share some of what he learned with ARVAD.
  - He noted that specialty drugs are a large contributor to high claims numbers. These account for 15% of all high cost claims.
  - The majority is paying for those high claimants. Having healthy employees is helpful. Dave reminded the group that people don't choose to be unhealthy; Kevin added that some make unhealthy choices.
  - Kevin went over what some of the high cost claims are based on BCBS information.
  - Kevin reminded the group that BCBS has a website to find medical facilities and costs. He checked and discovered roughly 35% of our employees have signed up for it. Kevin shared a video exploring the website.

## 5. Other Business:

- **Background Checks: Karen**
  - Karen asked about getting the driving records.
  - Lincoln 3 is having issues getting those from Florida. Is this an issue?
  - Regulations don't require the driving record. The requirement comes from RVS for insurance purposes.
- **Day Service Contracts: Dave**
  - Dave suggested letting day service contracts go until we have an issue from the State. At present, they state day service contracts should end December 31<sup>st</sup>.
  - Kevin added that we need an authorization in place to extend the contracts.
  - *Update: Courtney Miller has approved extending the Day Subcontracts until the new rates/other changes go into effect.*

## 6. Next Meetings:

- **October 18 (Bruce & Melody)**
- November 15 (Joint CSC/ARVAD)