



# State of Connecticut Department of Developmental Services

# DDS

Jordan A. Scheff  
Commissioner

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Deputy Commissioner

## Minutes of the November 16, 2022 Meeting

**Location:** Meeting Held Virtually via Microsoft Teams

**In attendance:** Princess Russell, Co-Chair; Joseph Carvalho, Co-Chair; Peter Mason; Claudine Testani; Shannon McCormick; Dawn DeMatteo; Sherri Knightly

**Absent:** Kevin Bronson; Wayne Seidel; Sally Bonito; Marina Derman; Yana Razumnaya;

### Introductions

Co-Chair, calls the meeting to order at 11:09 am

### Approval of Past Meeting Minutes

Dawn DeMatteo made a motion to approve the minutes as written, Claudine Testani seconded the motion, the motion passed unanimously.

### Topics for discussion:

- a) ARPA Updates and Overview (Peter Mason)
  - Peter opened by providing an overview of where the ARPA initiative stands:
  - ARPA
    - Payments made to providers to help stabilize workforce and mitigate the impacts of the workforce crisis
    - Working on grants to expand adoption of Assistive Technology
    - Looking at Respite Centers – purchasing additional Assistive Technology for the respite centers to increase exposure to A.T.
    - Working on a program to train Self-Advocate Coordinators and then train and work with individuals with I/DD to introduce the technology that is available.
    - Looking to put out an RFP for one to three agencies that would ultimately help assess the needs for Assistive Technology
    - Beginning a contract with Rewarding Work to develop an employment recruiting network
    - Working on an RFP with DSS to have an employment networking software system that would assist the people that self-hire in our systems.
    - Still reviewing the Universal Assessment, and the compatibility of our Level of Need tool, and how it would be implemented.
    - National Core Indicator Survey. MOU has been established with UConn Health to conduct these surveys
    - Researching a new case management system
    - Critical incident reporting upgrade for Medicaid and medicare claims to ensure there is an incident report for all claims originating from a hospital

- Deloitte is researching what other states are doing regarding outcome payments for providers to help incentivize higher levels of quality.
    - Transformation
      - Aiming to move individuals from more congregate settings to more independent settings
      - Two phases
        - Providers, as a part of phase one, will be able to submit a plan within existing rates and supports
          - Deloitte will be looking at other states are doing, and will make recommendations to DDS. Once recommendations have been reviewed and accepted, phase two will begin.
        - Providers, as part of phase two, will be able to submit a plan based off of new rates and other changes once they are available.
      - Dawn DeMatteo – asked the incentives that were shared by email those are for phase one, and most of the moves for the individuals in question, the level of need still has a role in determining the best fit for the individual.
        - Peter Mason – yes the draft recommendations sent by email are for phase one. And yes, the level of need tool will still have a role in determining the best fit for the individual.
    - Co-Chair opened up the meeting for questions following Peter Mason’s update
      - Sherri Knightly – we have an agency in the west region that is running the emergency transitional home, and they are having difficulty finding a placement for an individual there. They have offered to develop a CRS for him. Sherri is encouraging them to make it a three-bed unit and allow for someone on the emergency list to join the other individual. Would this project be eligible for the residential incentives under this plan?
        - Peter Mason – not if they are being moved into a congregate setting. This initiative is aimed at helping incentivize individuals toward more independent living and away from more congregant settings.
      - Dawn DeMatteo – have the providers been sent the incentives?
        - Peter Mason – we have different committees that are serving as public hearings, and are opportunities for providers to learn more about this initiative. There could be providers who aren’t aware but all of this is public information and we have made efforts to make this information public.
    - Co-Chair – clarified that Deloitte is working on a template transitional plan to help providers come up with plans, which will be a big, necessary bit of assistance to the provider community.
    - Co-Chair – asked Peter to describe McDowell’s role
      - Peter Mason – shared that McDowell will be joining the DDS Engagement Committee to introduce themselves. McDowell is also working on a survey, which they will discuss at the December 7 meeting.
      - Co-Chair – noted that the Engagement and Individual and Families Committees Co-Chairs met with several on the McDowell team to review where we are, and where we are going. Shared that, to date, 3 communications have been sent to DDS staff, but are eager to develop a robust communications strategy. Co-Chairs agreed to meet once a month, and to have McDowell provide a biweekly update regarding all of the work being done in all of the DDS ARPA Committees. McDowell will continue to have someone from their team continue to listen in on our meetings to be updated on our work.
- b) Communications Planning
  - Co-Chair screenshared a communications planning document aimed at developing what needs to be communicated, to whom, when, and how throughout this transformational process.
  - This planning document is broken down into six categories that align with the DDS ARPA initiatives.
  - The plan is to communicate at least quarterly with DDS Staff. We can communicate above that as needed, and have strategies to help us better communicate with various segments of our DDS workforce.

- Co-Chair screenshared an email previously sent to Committee members that is a preliminary attempt at creating a one-stop destination for ARPA information, including information from each committee, and more general updates.
  - Peter Mason – Individual and Family Engagement Committee is working on a write-up on the transition/transformation incentives. Perhaps this is something that can be worked on in this committee. If phase one begins in December, an update would be helpful for DDS staff regarding these phases.
  - Co-Chair described action items and what will be shared:
    - Incentives
    - PDF of Communications Planning Document
- c) Co-Chair raised the topic of the 2023 Meeting Schedule:
- Dawn DeMatteo moved that the DDS Engagement Committee 2023 Schedule will have a biweekly cadence, beginning in January, 2023. Peter Mason Seconded. The motion passed unanimously.
- d) Future Agenda Items
- Guest Presentations on Day and Res Incentives
  - Work on matrix/excel communication planner – committee members, please provide your feedback.
  - Co-Chairs will work on getting the memo from the Individuals and Families Engagement Committee, share this to Committee Members.

### **Announcement of Next Meeting**

Wednesday, December 7, 11:00 am

### **Adjournment**

Peter Mason made a motion to adjourn, Co-Chair seconded, and the meeting adjourned at 12:14 pm.