



# State of Connecticut Department of Developmental Services

# DDS

Ned Lamont  
Governor

Jordan A. Scheff  
Commissioner

Elisa F. Velardo  
Deputy Commissioner

Minutes of December 5, 2022 - ARPA Individual and Family Engagement Transformational Committee

Location: Meeting held Virtually via Microsoft Teams

In attendance: Greg McMahon, Shannon Jacovino, Maricruz Ortiz, Adrianna Ramirez, Jessica Sundell, Dr. Cheryl Ellis, Kevin Arce, Geri Kogut, Denise Palladino

Absent: Joanne Malise, Pat Tyler, Lena Esposito

Guests: Kimberly Butts, Rebecca Brockway, Maura Fitzgerald, Betsy Bella,

1. Call to Order by Greg McMahon. Public Meeting Requirements were reviewed.
2. Minutes from previous meeting were approved.
3. Updates & Announcements
  - ARPA leadership is continuing to look into the issue of who/how a rent will be paid if an individual leaves before the lease is up. It may be that a rent will go unpaid if DDS does not have a mechanism for paying it. DDS may also need to live with filling those vacancies quickly.
4. Review & Feedback on A Guide to the DDS Transformation and ARPA for Individuals and Families
  - Providers will be submitting plans. The purpose of the guide is to get some basic information out about ARPA that explains what's going on and how individuals may be impacted.
  - RE: Provider Transformation plans, change to: "To be approved by DDS, provider plans must include a clear outline of how individuals and families will be included and engaged throughout the transformation process."
  - The letter does not include information about the waiting list, because while one of the desired outcomes of system transformation is to reduce the waiting list, that is not specific goal of the initiative.
5. Presentation: Stakeholder Input Sessions Plan – Betsy Bella from Deloitte (Presentation attached)
  - Input will be collected in stakeholder meetings and via a survey to get input from stakeholders beyond those who are on ARPA committees.
  - The survey will be mailed in late December. It will be in English and Spanish. Can be mailed in with included addressed stamped envelope or done online. A reminder postcard will go out after mailing.
  - Stakeholder group meetings will be hybrid online/in-person, and in English only. The committee felt strongly that there should be accessible stakeholder sessions for Spanish speaking individuals and families. Greg and Betsy will share the committee's feedback and concerns.

- There will be 4 stakeholder group meetings: Individuals & Families, Providers, DDS Self-Advocate Coordinators, and DDS Case Managers/staff.
  - Advocacy groups and provider organizations will assist in promoting a selecting participants for meetings, because DDS database has a lot of inaccuracies.
  - There will be Registration will be capped at 20 participants for each group meeting. First come, first serve.
  - The committee feels it is important to ensure equal representation from all DDS regions. The committee also feels very strongly that too many families are often left out of the conversation. Inclusion is not an easy task, but it is a necessary factor in this and in all DDS processes and communications.
6. McDowell Communications reviewed attitudinal surveys they will release in late December 2022 to Individuals & Families and DDS staff.
- Purpose of survey is to gauge people's knowledge of the process, and how they are feeling about the process.
  - A survey will go out at the end of the process to see if knowledge and positive views of transformation have increased.
  - Survey will be sent to 8200 individuals and families in congregate residential and day settings.
  - Survey will be sent with a self-addressed stamped envelope, but there will be an option to complete online.
  - A reminder postcard will go out a week after survey is mailed.
  - DDS staff survey will be online.
7. Open Discussion & Feedback
- Reviewed questions individuals and families might have that have already submitted.
  - Other questions:
    1. How does this process impact people on the waiting list?
    2. If my loved one is in a congregate setting now, how can I access these options for a new type of setting?
    3. Are the great things being offered through ARPA sustainable?
    4. Will there be capacity in the system to offer these options to individuals beyond the 100 in residential and 200 in day & employment who are included in provider transformation plans?
    5. What is the future beyond this initiative?
8. Next meeting is December 19, 2022 at 10:00am
9. Meeting adjourned.