

MEETING MINUTES
Act 264 Advisory Board/Children’s SPSC Joint Meeting
July 22, 2022
FINAL

Act 264 Advisory Board Meeting (9:30 – 11:00)		
Members present: Matt Wolf, Cinn Smith, Alice Maynard, Doug Norford, Heather Freeman		
Guests: Stephen DeVoe – DMH, Joanne Crawford – DMH, Phil LaPlante, Donna Sherlaw – CSP/LIT Parent Rep, Gail Hardy, Laurie Mulhern, Ward Nial, Ron Bos-Lun,		
Agenda Items	Discussion Points	Decisions/Actions
Act 264 Board Member Recruitment Update (Flyer and Other Efforts)	The group reviewed the recruitment flyer for final edits and brainstormed the best way to get this flyer into the hands of folks who would be interested in joining the group. Stephen will send Laurie a link to the Department of Mental Health (DMH) website and Governor’s Office Boards and Commission’s office so she can add them to the flyer. A link to a site which provides information on Coordinated Service Plans should be included. This discussion will be continued at the September meeting.	Stephen will send the flyer to all group members. Stephen will put the flyer on the DMH website and ask the Governor’s Office if it can be placed on their Boards and Commission page of their website. It will also be sent to the LIT Coordinators and hospital social workers. Should also ask the Agency of Education (AOE) about disbursing the flyer.
2022 Local Interagency Team (LIT) Survey Check-in/Update	The designated agencies have not been able to get the surveys done yet. One agency reached out to say that they would not be able to get it done by the due date because it’s summer. No one has turned in the survey at this point. At the September meeting, the group will look at who has submitted the surveys.	
September Agenda Planning: Agency/Dept/Organization Invitation Letters Discussion and Next Steps	DMH Commissioner Emily Hawes will attend the September 2022 meeting. There was a discussion about who the group should be meeting with to provide input on the board’s work. The group finalized the questions for Commissioner Hawes.	Stephen will ask Commissioner Hawes if she could attend for 90 minutes instead of 60.
Public Comment:		
Joint Act 264 Advisory Board and State Program Standing Committee Meeting (11:00 – 12:30)		
Members present: Matt Wolf, Cinn Smith, Alice Maynard, Doug Norford, Heather Freeman, Laurie Mulhern, Ron Bos Lun		

Guest: Stephen DeVoe – DMH, Joanne Crawford – DMH, Donna Sherlaw - Parent Representative, Gail Hardy, Ward Nial, Cheryle Wilcox – DMH, Sandi Yandow – VFFCMH, Amy Lincoln Moore – VFFCMH, Lorraine Sylvain – LIT Coordinator, Sarah Wallace-Brodeur – Vermont Family Network, Dylan Frazer – DVHA, Maggie Zraly, Laurel Omland - DMH

Agenda Items	Discussion Points	Decisions/Actions
<p>Feedback from Parent Representative Stakeholder Meetings – Cheryle Wilcox and Alice Maynard, continued</p>	<p>Cheryle sent out an email to the group on July 18 regarding the June 21 and June 30 stakeholder meetings about parent representation. The four questions that came from that meeting are listed below. Today, Cheryle is attending to allow all the folks in the group and guests to provide feedback and ask questions.</p> <ol style="list-style-type: none"> 1. <i>Reach agreement on one system to train, supervise, mentor, and support (1) Parent Representatives for LIT/SIT/CRC/AB* and (2) peer support people for families working on developing and implementing their Coordinated Services Plan (CSP). Pieces and parts can be divided up to provide these services if desired, but there will be one agreed-upon structure and curriculum.</i> 2. <i>How do we want to accomplish this? For example, given what they will do, what and how will they be paid?</i> 3. <i>What is needed for peer credentialing (i.e., how define the role, content, and process)?</i> 4. <i>Does certification and billing under Medicaid have a role to play in our best practices? If so, what, and how?</i> <p>One of the consensus items that came from the 6/21 and 6/30 meetings was that <i>we need to be more diligent in differentiating between the two Parent Representative roles whenever we are speaking:</i></p> <p><i>A. Act 264 mandated Parent Representative for 12 LITs, Advisory Board, SIT, and CRC, and</i></p> <p><i>B. desired Peer Support Person (PSP)for families designing and implementing their child’s Coordinated Services Plan (CSP)</i></p> <p>A member of the group asked that the title of Peer Support Person not be used. Change it to Peer or Family Assistance Person or Family Peer Specialist.</p> <p>Another point of consensus regarding the Act 264 mandated PR role from the June meetings was <i>that the LIT PR should be very familiar with the local resources.</i></p>	<p>*Local Interagency Team (LIT), State Interagency Team (SIT), Case Review Committee (CRC), Advisory Board (AB)</p>

	<p>Another General consensus item was that <i>it would provide better clarity and open up new funding options if we more specifically define the role of</i></p> <p><i>i. a LIT/SIT/CRC/AB PR from that of</i></p> <p><i>ii. a CSP Peer Support Person role from that of</i></p> <p><i>iii. a broader peer support role.</i></p>	
Dylan Frazier (Deputy Director of Medicaid Policy, Department of Vermont Health Access [DVHA]) Presentation on Home and Community Based Services (HCBS) Conflict of Interest Update for Global Commitment to Health 115 Waiver	<p>Dylan presented the Home and Community Based Services (HCBS) Conflict of Interest (COI) Corrective Action Plan to the group.</p> <p>More information on this plan can be found at https://dvha.vermont.gov/global-commitment-to-health/conflict-of-interest-home-and-community-based-services</p>	
Review of June 22 meeting minutes	Ron made a motion to approve with the changes that were submitted via email. Cinn seconded the motion. Vote to approve was unanimous.	
Public Comment:	None.	
State Program Standing Committee (12:30 – 1:30)		
Members present: Cinn Smith, Ron Bos-Lun, Laurie Mulhern		
Guest: Stephen DeVoe – DMH, Joanne Crawford – DMH, Maggie Zraly, Gail Hardy, Ward Nial		
Agenda Items	Discussion Points	Decisions/Actions
Agency/Dept/Organization Invitation Letters Discussion and Next Steps	The group worked on the list of organizations that they would like to meet with.	
September Agenda Planning	Draft agenda items.	
Children’s State Program Standing Committee Recruitment and Next Steps	The group looked at the recruitment flyer. Laurie will be adding the DMH website. The group will share the flyer with families.	

Close/Meeting Adjournment	The meeting ended at 1:40.	
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