

**Agenda**  
**Developmental Disabilities Coordinating Subcommittee**  
**Meeting**  
**October 1, 2013**

*Welcome . . . . . Courtney Tarver*

*Approval of the Agenda . . . . . Courtney Tarver*

*Approval September 3, 2013 Minutes . . . . . Courtney Tarver*

*Associate Commissioner's Report . . . . . Courtney Tarver*  
*Management Steering Framework*  
*Budget Input Update*

*Waiting List Update . . . . . Jeff Williams*

*Employment First Developments . . . . . Courtney Tarver*  
*Supported Employment Leadership Network (SELN)*

*Meeting Adjourn*

*Next Meeting*

*The next DD Subcommittee meeting will be November 5, 2013, at AIDT.*

**Coordinating Subcommittee for  
Division of Developmental Disabilities  
Meeting Summary  
September 3, 2013  
AIDT Center (10:00 a.m.)**

The Coordinating Subcommittee for Intellectual Disabilities Services met at AIDT in Montgomery, Alabama. The meeting was called to order by the Chair, Courtney W. Tarver, at 10:00 a.m.

**Voting Members Present**

Murray Townsend, The Arc of Alabama Representative  
Earl Brightwell, MR/DD Representative  
Jo Poates, MR/DD Representative  
Steve Lafreniere, ADMH/DD Representative  
Jeff Williams, ADMH/DD Representative  
Wallace Davis (Deanna Ferguson), Other Providers Representative  
Anne Penney, Alabama Council Representative  
Jim Dill, Alabama Council Representative  
Darren Morris, People First of Alabama Representative  
Terry Pezent, ACE/Arc Representative  
Tom Holmes (Amanda Ward), The Arc of Alabama Representative

**Visitors**

Jeff Ridgeway, People First of Alabama  
Lou Vick, ACE/Arc  
Patti Martin, Provider Representative/Region 4  
Lee Conner, Visitor  
Cassandra Odom, ADMH/Region 2  
Ellen Gillespie, ADAP  
Gary Edwards, UCP  
Eleanor Tolbert, ADMH/Region 3  
Mike Martin, ADMH/Region 4  
Daphne Rosalis, ADMH/DD  
Barbara Brunson, ADMH/Region 5  
LaGretta Ratliff, ADMH/Region 1  
Andy Slate, ADMH/DD  
Donna Basden Akins, Arc of Shoals County  
Chris Stewart, The Arc of Jefferson County  
Danny Grant, People First  
John VanCamp, Provider Representative, Region 2  
Byron White, ADMH/DD  
Lori Leathers, ADMH/Region 3  
Anthony Couch/ADMH/DD  
Wade Reese/Arc of Fayette, Lamar, Marengo Co.  
Rose Hill, Life Enrichment, Hill's CRF, LLC  
Renee' King-Holley, King CRF, AL Providers Inc.  
Dianne Durbin, ADMH/Advocacy  
George Neal, ADMH/DD  
Ed Dorsey, Dothan 310 Board

**Recorder**

Shirley Hicks

**Welcome/Roll Call**

Mr. Tarver welcomed everyone. The roll call was taken by Mrs. Hicks, and there was a quorum.

**Approval of August 6, 2013, Meeting Minutes**

A motion was made by Mr. Williams to approve the minutes of August 6, 2013, as presented. The motion was seconded by Mr. Lafreniere, and the motion passed.

**Agenda**

The agenda was modified to reflect The Nursing Delegation Program update. A motion was made by Mr. Holmes to approve the agenda as modified. The motion was seconded by Ms. Poates, and the motion was approved.

**Associate Commissioner's Report**

A written report of the Associate Commissioner's activities since the last DD subcommittee meeting was provided.

**Nursing Delegation Program (NDP)**

Dr. Stone, ADMH Medical Director, gave an update about the new training curriculum. He gave a brief overview about why the nursing delegation program was initiated. The MAC I training is now online, and it has been reduced to an eight hour training. It is also standardized. Standards for infection control, first aid, seizures, and vital signs were incorporated into the program. The MAC II training will continue, but the hours were reduced. Also, there will be restricted access training within agencies. Currently, the MAC recertification will be every two years instead of annually. The online certification form needs to be printed, signed, and sent to ADMH. Implementation of the new NDP standards will be October 1, 2013. Detailed information regarding the new curriculum is posted on ADMH website under the NDP. Dr. Stone pointed out that Vanessa Prater is the NDP Coordinator, and he thanked Mr. Vick for his assistance.

**Management Steering Committee Framework**

At the August 6, 2013, subcommittee meeting, members were asked to review the distributed MSC Bylaws and Administrative Code and submit recommendations regarding a new MSC process to Mr. Lafreniere and be prepared to discuss the recommendations at the September meeting.

The MSC recommendations received from ADAP were recently forwarded to the group for review prior to the meeting.

Members held a dialogue about the MSC process. Afterwards, the consensus was to maintain the MSC in some form or fashion but to make revisions on how to arrive at a broad-based committee representation.

Dr. Dill expressed his concerns about the MSC process and thought the Commissioner requested recommendations for a new process. There were inquiries about why the subcommittee did not receive the MSC recommendations that were initially submitted by Dr. Dill. Mr. Lafreniere pointed out this was an oversight but Dr. Dill's recommendations will be sent out.

There was more dialogue and discussions.

Mr. Townsend made a motion to keep the current MSC structure until we can refine the process. Mr. Brightwell seconded the motion. Mr. Lafreniere pointed out the motion does not address the directive from the Commissioner. Mr. Tarver suggested establishing a workgroup to make recommendations. Ms. Poates made a motion to establish a workgroup to make MSC recommendations, and Mr. Brightwell seconded the motion. The motion passed. The following individuals volunteered to be on the workgroup: Tom Holmes, Anne Penney, Earl Brightwell, Jeff Ridgeway, Steve Lafreniere, and Darren Morris. These individuals were asked to stay after this meeting adjourns.

#### **Waiting List Update**

Mr. Williams gave an update of the waiting list. Currently, the waiting list status is 2,975. Copies of the waiting list data and the waiting list by county were distributed to members. Mr. Townsend asked that a request be made in the budget to the Legislation for funds to serve individuals on the waiting list. Mr. Townsend initiated a discussion about sending notices out to people on the waiting list regarding the The Arc of Alabama upcoming Rally.

#### **Combined Workgroup Update**

Ms. Poates noted the workgroup recommended a statewide training on the ICAP process.

#### **Supported Employment Workgroup Update**

The workgroup met August 12, 2013, in Pelham, Alabama. They formed a subgroup to address the rates issues. The subgroup will meet today at 1:00 p.m. The comprehensive surveys were sent out and the deadline is September 13<sup>th</sup>. The job training which will be held next week is above capacity. Project SEARCH will meet next week for training, and December 31, 2013 is the deadline for schools recommendations.

#### **Old Business**

Mr. Tarver noted he submitted a request to the Governor for a Proclamation recognizing, September 8, 2013, as the National Direct Support Professional Week as requested by subcommittee at its August 6, 2013, meeting.

#### **New Business**

Mr. Morris commented about the recent People First of Alabama Conference (held August 30, 2013). The conference was a success with approximately 99 individuals in attendance. The speaker was also very inspirational.

**Announcements**

Mr. Holmes announced approximately 193 individuals have already registered for the September 15-17, 2013, Alabama Disability Conference.

Mr. Tarver reminded everyone about SELN visit, September 30-October 2, 2013. SELN will be attending the subcommittee's October 1, 2013, meeting and conducting focus group meetings during their visit that will all help us develop an operational state plan for employment.

Mr. Tarver announced Mr. Lafreniere is the new Director of DD Community Programs. He thanked Mr. Williams for his role of Acting Director of DD Community Programs.

**Next Meeting**

The next subcommittee meeting will be held November 5, 2013 (10:00 a.m.) at AIDT.

**Adjournment**

With no further business, a motion was made by Ms. Poates and seconded by Mr. Brightwell to adjourn the meeting. The meeting adjourned at 12:00 noon.

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Courtney W. Tarver, Associate Commissioner  
Division of Developmental Disabilities

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Shirley Hicks  
Recorder

**ASSOCIATE COMMISSIONER'S REPORT  
to the DD Subcommittee  
October 1, 2013**

**Significant Events/Activities Since Last Meeting (September 3, 2013)**

- Attended the Council of Community Mental Health Centers Meeting, September 6, 2013.
- On September 7, 2013, attended Region 5 Individual and Family Supports Council Meeting.
- Attended the 310 Board Meeting, September 10, 2013.
- On September 11, 2013, spoke at the Job Coach Training.
- On September 14, 2013, attended Region 3 Individual and Family Supports Council Meeting.
- Presented at the Alabama Disability Conference, September 15-17, 2013.
- Visited Vivian B. Adams Program on September 18, 2013.
- On September 19, 2013, visited Vaughn-Blumberg Services Program.
- Attended a Medicaid (introduced, bundled, day, and in-home services) Meeting, September 20, 2013.
- On September 21, 2013, attended Region 4 and State Individual and Family Supports Council Meeting.
- Attended Management Steering Committee Meeting, September 24, 2013.
- Attended ADMH Board of Trustees Meeting, September 25, 2013.
- On September 27, 2013, attended the Interagency Employment Team Meeting.