



Network Management Committee (NMC)  
**Meeting Minutes**  
June 14, 2007; 1:30-4:00 LLRC

**K. Gauthier, G. Noel, T. Neville, S. Dunbar, R. Green, J. Kearney, M. Miller, H. Linky, M. McLain, M. Vergith, S. Reitmeier, A. Yu, L. Dobson (guest), S. Langstein (guest), M. Harding (guest)**

*(Bolded name indicates present at meeting and non-bolded indicates absent at meeting)*

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
<b>I. Check In and Approve Agenda/Minutes</b>	<ul style="list-style-type: none"> <li>• <b>Agenda additions/deletions</b> None</li> <li>• <b>Minute changes</b> None</li> </ul>	<b>Agenda and minutes were approved.</b>	
<b>II. Encompass – Demo of provider profile changes</b>	<ul style="list-style-type: none"> <li>• The MIMA project delayed all IT projects and caused the PRU project to miss its 7/1/07 phase 1 &amp; 2 completion date. The revised project completion date for phase 1 &amp; 2 is 7/30/07.</li> <li>• PCE will extend all contracts in Encompass for FY07/08. Contract managers will have to review those, and revise/delete CPT codes as needed. New contracts will not be entered in Encompass until phase 1 &amp; 2 are completed. The PRU project design was presented to NMC. Two months of testing was suggested, and an implementation date of 10/1.</li> <li>• A mechanism is needed to manage multiple consumers in one apartment/home and CLS hours authorized for those consumers. There is a CLS project on the EIC project priority list which will address the issue. Family plan chart concept could also be used.</li> </ul>	PRU project timeline revised.	<b>M. Harding</b> will present phase 1 & 2 of the PRU project on 8/9/07.
<b>III. Q&amp;A / Information Sharing</b>	<ul style="list-style-type: none"> <li>• H. Linky is meeting with an intern interested in creating a limited English proficiency (LEP) program. Update will be given as information becomes available.</li> <li>• A recommendation was made to stop using Fairfax due to frequent medication errors and other health/safety concerns, as well as Licensing concerns. ORR has been contacted and has opened an investigation. The local police have filed a</li> </ul>	<p>The Committee supported the creation of an LEP training for providers.</p> <p>H. Linky will follow up with CSTS &amp; Lenawee; the other affiliates are not contracting with this provider.</p>	<b>H. Linky</b> will draft a summary of the Fairfax issues.

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	<p>report with Licensing for numerous calls to Fairfax to break up fights. Most recent site visit could not be completed due to lack of necessary information.</p> <ul style="list-style-type: none"> <li>• There was discussion on providers' evacuation of consumers. One provider it is taking 11 minutes to evacuate in Monroe. JCAHO would like to see all Provider information in one central location - it was suggested to track this data in the PRU desk audit/credentialing reports.</li> <li>• Helpsource, one of the biggest human service providers in Washtenaw County (and a substance abuse provider), is closing. Consumers are being transitioned.</li> <li>• The provider manual has been revised and organized into chapters; forward feedback to M. McLain.</li> <li>• Macomb Residential Opportunities will begin providing services in Washtenaw County. Currently they are in Monroe County's and are Monroe's largest provider. They will be closely monitored to assure services in Monroe aren't affected by the expansion.</li> <li>• MI Community Services Inc is leaving Livingston's Briarwood home. PRU staff will provide assistance to follow the group home RFP process in filling the gap.</li> <li>• Livingston is working with the State on a lease closeout. There was discussion of "lessons learned" in this process.</li> <li>• The State is reevaluating its payment process to PIHP's. There have been discussions of grouping CPT codes and basing payments on value-based service delivery. C-waiver consumers will be affected by any change. Demographic information must be correct, updated regularly.</li> <li>• Suggestion was made by Washtenaw legal counsel to clarify the appeal &amp; termination language in the contract boilerplate.</li> <li>• The original plan to rescind <u>all</u> delegated functions to Monroe has been revised. Revised plan was disbursed. The regional</li> </ul>	<p>It was agreed that Lease language should be standardized</p> <p>Contract boilerplate language changes suggested by Washtenaw legal counsel were approved.</p> <p>D. Short may have some resources we could use.</p>	<p><b>R. Green</b> will work on standardizing lease language.</p> <p><b>K. Gauthier</b> will revise the contract boilerplate to include the language.</p> <p><b>M. Miller</b> will follow up with D. Short</p>

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	<p>sub-committee of the Board approved the revised plan on 6/13/07. Affiliate Boards will review the document and the WCHO Board will have the final vote. Some of the Monroe staff will be supervised by WCHO staff. A 90-day contract with Monroe will be created for the remainder of this fiscal year. Next fiscal year, CSSN and CSSN-LA contracts will include benchmarks and outcomes. Core affiliation processes need to be defined and used as a basis for monitoring.</p>		
<p><b>IV. Review of Q2 PI data - PRU</b></p>	<ul style="list-style-type: none"> <li>• Consistent data. Credentialing threshold met 2/3 of the time.</li> <li>• Suggestion was made to review RFP's and determine if any can be temporarily or permanently closed. It was also suggested to make sure we have indicators that have meaning and value.</li> </ul>	<p>PI data will be reported to PI committee.</p>	<p><b>K. Gauthier</b> will report data to PI, and will add a review of RFPs to a future agenda.</p>
<p><b>V. Review of Q2 PI data – Network Indicators</b></p>	<ul style="list-style-type: none"> <li>• No major issues. Several providers did not report on training indicators, despite numerous contacts.</li> <li>• Concern expressed over low response rate. Plan of correction (POC) and fines were suggested as sanctions for providers that do not report PI data. Regional Finance will be consulted. If approved, contract language will be appropriately revised.</li> </ul>	<p>PI data will be reported to the PI committee.</p>	<p><b>K. Gauthier</b> will report data to PI, and will f/u with L. Brown re: provider sanctions.</p>
<p><b>VI. Procedures needed for addressing provider/ consumer concerns in a provider review</b></p>	<ul style="list-style-type: none"> <li>• Tabled.</li> </ul>		
<p><b>VI. Next meeting</b></p>	<ul style="list-style-type: none"> <li>• <b>June 28, 2007 (LLRC), 1:30-4:00</b></li> </ul>	<p><b>Agenda Items</b></p> <ul style="list-style-type: none"> <li>▪ Procedures for payment of Indep. Facilitators</li> <li>▪ Procedures to address consumer concerns in a provider review</li> </ul>	