

**Shawnee County CDDO
Affiliate Meeting Minutes
September 13, 2023**

Present: Jon Gerdel, Life Patterns; Stephanie Broxterman, Ramona Macek, Capper Foundation; Tina Ruecker, Stephany Semple, Angie Dougan, Sally Martin, Rebecca Glotzbach, Taylor Arnold, TARC; Tim Gorton, David Hodges, SLI, Quinta Avance, Avance'd Community Alternatives; Robert Haddon, Juvy Haddon, Supportive Living; Amber Brewster, Beth Gilbert, Serenity; Janice Duran, Enabled Hearth; Frankie Holloway, Equi-Venture Farms; Holly Mace, Sunflower Supports; Sara Dinkel, Dream Catchers; Shawna Lampe, Tanya Gragg, Caring & Compassionate Care; Bill Perez, GT Independence; Lisa Marx, DCCCA; Stacy Bleidissel, AIS; Erica Koontz, LifeBridge TCM; Billy Lewis, S&L Ranch; Daniel Cohagen, Loving Hearts Training Center; Jon Allen, Gina Allen, Compassionate Care Community Services; Corby Lockwood, KDADS; Sabrina Winston, Coleen Hernandez, Michelle Shirey, Robert Smith, Christine Hurla, SNCDDO.

Guest presenters: Aaron Norris, Robin Lohman, KDADS – updates on Shared Living. All lease agreements have to follow KS tenant/landlord laws. Backup plans will be reviewed by surveyor staff – backup is responsible for providing supports in event of emergency. If you have any questions about the Shared Living Manual, please share with Aaron and Robin. Robin.Lohman@ks.gov , aaron.norris@ks.gov

Q: Concern with Final Rule and limiting choice for services based on a physical location. If home is not up to code, would the person have to move out or not receive supports?

A: Corby will follow up, needs more discussion with KDADS.

Process to become Shared Living provider: Need residential license. Reach out to Aaron if interested. You will also follow up with the CDDO but begin the process by emailing Aaron aaron.norris@ks.gov

Marie Moore, Aetna – Aetna updates. October 12, 10:30 – TCM training on writing notes that meet medical necessity and billing requirements. The zoom link for this training was shared 9/18 with TCM's.

Capper Foundation – Ramona and Mary shared updates. New Individual Supported Advisory Committee meets via Zoom with individuals in services at the El Dorado and Winfield locations. Individuals have a voice about the programs offered, community activities and volunteer/job opportunities, and any concerns.

CDDO Updates:

- Sabrina Winston is retiring October 27.
- Debbie Metzger, KNI retired September 22.
- State contract is signed, we will be sending out annual affiliate agreements.
- CDDO sent out annual Affiliate Satisfaction Surveys, the last day to respond was September 27.
- We no longer have a waiting list for TCM, with several agencies open for referrals. If you are contacted by someone wanting to change to your TCM agency, notify the CDDO by emailing servicechange@sncddo.org so we can provide Options Counseling.
- SNCO Sherriff's Department and Dispatch provided When to Call 911 Training for individuals and staff. The training received positive feedback.

CDDO Reminders:

- When uploading to BCI, the document date is not the expiration date, it is the date of the document
- TCM's need to be uploading ISP's to BCI.

- We are recruiting for the Council of Community Members. Send nomination forms to Coleen Hernandez, chernandez@snccddo.org.

Training Opportunities/Resources:

- **October 12, 2023** 10:30 TCM Training: Writing notes that meet medical necessity and billing requirements, provided by Marie Moore, Aetna. (Zoom link has been sent out)
- **November 2, 2023** 8:30-12:00 CDDO Training (Session 1: CDDO Overview, Article 63, BASIS, Status Action Forms, Crisis Funding Requests)
- **November 7, 2023** 1:00-4:00 CDDO Training (Session 2: BCI, Transition Checklist, Critical Incident Reports, PAS Tools)
 - Email Christine churla@snccddo.org to sign up for CDDO Training. Both trainings are required for new TCM's within 6 months of hire. Each session covers different topics, so you do not need to attend Session 1 before attending Session 2.

If you attended via telephone, send an email to Christine churla@snccddo.org to be counted for attendance.

Next Affiliate Meeting: 10/11/23 11:00