

## External Program Review Committee (EPRC) minutes

**Date of meeting:** January 2, 2020

**DSD liaison:** Stacie Enders, Linda Wolford, Amber Maki and Ariana Dionisopoulos

**Type:** Whole committee

**Location:** Elmer L. Andersen Human Services Building, Room 2370, 540 Cedar St., St. Paul 55101. Most members of the committee, however, participated through an online video conference line.

**Attendees:** Dan Baker, Kim Frost, Mike Boston, Lindsay Nash, Liz Harri, Melanie Eidsmoe, Stacy Danov, Stephanie Schaefer, Laura Daire, Mary Piggott and Jodi Greenstein

**Not present:** Danielle Bishop and Barbara White

### Agenda items

- **Vote:** Those in favor of approving the December 2019 meeting minutes:
  - Dan Baker: yes
  - Kim Frost: yes
  - Mike Boston: yes
  - Lindsay Nash: abstain
  - Liz Harri: yes
  - Melanie Eidsmoe: yes
  - Stacy Danov: yes
  - Stephanie Schaefer: yes
  - Laura Daire: yes
  - Mary Piggott: yes
  - Jodi Greenstein: yes
- Committee members reviewed methods for assessing quality of life:
  - Home and Community Positive Behavior Support Network (HCPBS):
    - HCPBS has several tools related to [measuring quality of life](#).
    - HCPBS also provides [literature on quality of life](#).
    - The San Martin assessment might not be good for people who take it themselves because it is really long. However, many people who are placed in restraints do not read or use words to communicate, so a member of the care team would likely conduct the assessment.
    - If not already available, these resources can be added the DHS Positive Supports webpage.
  - Stacie Enders will send the Schalock tool to committee members for the next meeting. However, DHS might need permission to use it. Amber Maki will look into this.
  - Many people have survey fatigue so committee members and DHS staff need to keep that perspective in mind.
  - A monthly survey is too frequent. Quarterly would be more useful.
  - Any use of this tool by providers is optional. The committee does not have authority to direct providers to do additional tasks outside what is required by Minnesota Statute or Rule.
  - The Successful Life Project might also have another useful tool. Dan Baker will check on that.

- Committee members need time to review the optional resources so this discussion will be continued at the next meeting.
- Updates:
  - The committee received an update on DHS efforts to respond to 911 incident reports received through the Behavior Intervention Report Form (BIRF) system:
    - Liz Harri and Mary Piggott have a plan ready, and they will start calling providers this month. They will be contacting the providers for the top thirteen people who have the most 911 BIRF reports.
    - Many of the reports submitted were not required because the person receiving services called 911, not the provider. Liz and Mary will provide guidance to providers on what to report and not report.
    - To prepare for the phone calls, Liz mapped out available resources in the areas providers are serving. This way, it will be easy to share these resources with providers. This information might also be helpful to other EPRC representatives, so Stacie Enders will put a copy of the tool in the committee's shared folder.
  - The people developing the new [Behavior Intervention Reporting Form \(BIRF\), DHS-5148](#) are still working on creating the new technology that will support the system. They are now partnering with other areas of DHS so that providers can use one set of login credentials to access multiple forms. While this may delay the project by several months, it will make things easier for providers and will give DHS the ability to do more with the data it receives.
  - The Positive Support Transition Plan documents will likely be ready for further public review in February 2020.
  - An update on strategies for helping people find the right kind of occupational therapists will be shared in February.
  - The fidelity checklist tools will likely be published in January or February 2020.
  - For the new Positive Supports Rule 100 assessment, DHS staff have begun looking through and charting what types of trainings already exist and what topics each of those trainings cover.
  - The Requests for Approval subcommittee provided an update:
    - They are appreciative of the role [Technology for Home](#) has been playing in helping to improve access to communication technology and other positive supports.
    - They have been promoting a skill building approach to replace interfering behaviors.
    - Providers have been making progress on their phase out plans.
  - The EUMR subcommittee continues to provide guidance and technical assistance to service providers on increasing the use of positive support strategies.
- Other:
  - Stacie Enders and Kim Frost will coordinate to do a presentation for [MOHR](#). Representatives from MOHR are interested in hearing about what the EPRC is looking at.