

External Program Review Committee (EPRC) minutes

Date of meeting: May 7, 2020

DSD liaison: Stacie Enders, Linda Wolford, and Ariana Dionisopoulos

Type: Whole committee

Location: Remote only due to the extended COVID-19 Peacetime Emergency Declaration in Executive Order 20-01 issued by Governor Walz

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

Not present: Danielle Bishop

Agenda items

Public comments

There were no public comments during this meeting.

Votes

Those in favor of approving the open portion of the March 2020 meeting minutes (the whole committee did not meet in April):

- Dan Baker: yes
- Mike Boston: yes
- Stacy Danov: yes
- Mary Piggott: yes
- Liz Harri: yes
- Lindsay Nash: yes
- Kim Frost: yes
- Laura Daire: yes
- Stephanie Schaefer: abstain
- Jodi Greenstein: yes
- Melanie Eidsmoe: yes
- Tatiana Kerestesh: abstain

Those in favor of approving the closed portion of the March 2020 meeting minutes:

- Dan Baker: yes
- Mike Boston: yes
- Stacy Danov: yes
- Mary Piggott: yes
- Liz Harri: yes
- Lindsay Nash: yes
- Jodi Greenstein: yes
- Stephanie Schaefer: abstain
- Kim Frost: yes
- Laura Daire: yes
- Melanie Eidsmoe: yes
- Tatiana Kerestesh: abstain

Discussion

The committee discussed any problems or questions people had related to Covid-19 and the [Positive Supports Rule, Minn. R. 9544](#):

- EPRC members are asked to share the **Minnesota Department of Health number for service providers (651-201-5414)** if they hear from a provider that staff or people served have contracted the virus.
- Mnpsp.org has many Covid-19 resources (see column on the right of the home page).
- If service providers have questions related to positive supports and Covid-19, they can **reach the committee or the DHS positive supports team by emailing PositiveSupports@state.mn.us.**

Updates to share

- The Positive Support Transition Plan documents are slowed due to Covid-19 but are still on track to be published this year.
- A quality of life survey has been drafted and is under review.
- A presentation on expanding intervention support services, which includes information on how to expand occupational therapy services, has been drafted and is currently being reviewed.
- The new assessment to evaluate the competency of qualified professionals to conduct functional behavior assessments is on hold right now due to higher priorities. The committee will leave this topic off the agenda until the project is started again.
- DHS staff did not have anything new to report on their efforts to follow up on 911 incident reports, though they are continuing to monitor data.
- The new Behavior Intervention Reporting Form (BIRF) is still on hold and will likely remain on hold through 2020.
- DHS staff are currently working on updating the [DHS Positive Supports webpage](#) to add information (such as crisis support information), to update existing information and to make it more user friendly.

- DHS staff continue to work on an employee recruitment and retention toolkit, which is one of the tasks assigned to DHS as part of the workforce shortage crisis. It will be shared with the committee once it is ready.
- DHS is creating a webpage to inform the public about work being done to address the workforce shortage in Minnesota.
- The fidelity checklists will likely not be published for several more months due to needed attention to higher priority tasks.
- The requests for approval subcommittee is conducting business as usual, but within the context of Covid-19.
- The emergency use of manual restraint (EUMR) subcommittee is having success with building rapport with providers. Providers appear more open to taking suggestions after a positive relationship is developed.

Other

- As a reminder, a **new customized support for providers is now available through STAR Services**. Details can be found in a [DHS eList announcement](#). Committee members are encouraged to share this resource with the providers they work with.
- What is going well? What should we change? What have we learned?
 - Many resources have been shared with committee members and service providers. People have been really helpful and are working together.
 - Providers and lead agencies have been working really hard. It has not been easy. DHS staff are very thankful for their time and commitment to serving people in need.