

External Program Review Committee (EPRC) agenda

Date of meeting: 2-4 p.m. on August 6, 2020

DSD liaison: Stacie Enders, Linda Wolford and Ari Dionisopoulos

Type: Whole committee

Location: Remote only due to the COVID-19 health pandemic

Accommodations: If you need an accommodation for this meeting, you must notify a DSD liaison three days prior to the meeting by emailing PositiveSupports@state.mn.us or calling (651) 508-2321.

Common acronyms used by the committee

We ask committee members to avoid the use of acronyms. Here are common acronyms:

- RA or Request: DHS form 6810D: Request for Authorization of the Emergency use of Procedures
- FBA: Functional behavior assessment
- PSTP: DHS form 6810: Positive Support Transition Plan
- DHS: Minnesota Department of Human Services
- DSD: Disability Services Division
- EUMR: Emergency use of manual restraint
- BIRF: DHS form 5148: Behavioral Intervention Report Form
- IRP: Interim Review Panel (Predecessor to the EPRC)
- CABC: Context, antecedent, behavior, consequence
- PS Manual: DHS form 6810C: Guidelines for Positive Supports in DHS-Licensed Settings
- MDH: Minnesota Department of Health
- HCBS: Home and community-based services
- PSR: Positive Supports Rule: Minnesota Rule 9544

General reminders for committee members

- Before speaking, please state your name.
- Committee members are expected to:
 - Be on time
 - Read the minutes, agenda and supporting documents before each meeting
 - Participate in ideas and conversations, as well as pause to allow others to share input
 - Commit to spending the whole meeting time present and not engage in other activities during the meeting.

Agenda items

Technology

We will dedicate the first few minutes to addressing any connectivity issues.

Public comments

- The committee encourages public participants to share their thoughts and ask questions about committee activities at the beginning of each meeting. The committee will continue on to the next agenda item when either 1) 30 minutes have passed or 2) when there are no additional comments or questions, whichever comes first.

Vote

- The committee will discuss the minutes from July and vote.

Updates to share

Projects not listed below that were discussed by the committee in previous 2020 meetings continue to move forward, but there is no new information at this time. Some projects may be delayed due to staffing shortages effected by the statewide hiring freeze, redeployments, and staff on leave due to illness or lack of child care.

- The committee would like to welcome Susie Haben from the Department of Health.
- The [employee recruitment and retention toolkit](#) has been published.
- The quality of life questionnaire the committee worked on in June is currently being reviewed by people receiving services and family members.
- The first DHS presentation on intervention services will be conducted at the end of this month. The purpose of the presentation is to address the statewide shortage of intervention service availability, and to inform the public about opportunities for existing waiver services, how to get them set up, what they each cover and how to become a licensed service provider. Multiple presentations will be held over the next year and will target specific audiences such as college students and professors (who may want to enter or promote this career field), existing service providers (who may be open to expanding their service offerings) and case managers (who need to know when to recommend the services and how to get them set up). More information about future trainings will be provided at a later date.
- DHS is currently reviewing applications for innovation grants to support unique ideas for addressing the workforce shortage.
- DHS has started receiving data on the number of people entering nursing homes due to lack of in-home caregivers.
- The Requests for Approval Subcommittee has noticed that it is not uncommon for guardians to decline the free Technology for Home service, but often they change their minds later in the year and end up being very thankful for having access to the service.
- The Emergency Use of Manual Restraint (EUMR) Subcommittee is conducting business as usual and continues to provide technical assistance to providers who have recently used emergency manual restraint.

Discussion

- The committee will discuss any problems or questions people might have related to Covid-19 and the [Positive Supports Rule, Minn. R. 9544](#).
- Committee members may share additional information and discuss.
- What is going well? What should we change? What have we learned?

Closing

- Members are welcome to recommend topics for upcoming committee meetings.