

## External Program Review Committee (EPRC) agenda

**Date of meeting:** 2-4 p.m. on November 5, 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](mailto: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

The first few minutes will be dedicated 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 October 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.

- Care team members are invited to DHS presentations on [Balancing rights and safety during Covid-19](#).
- Work has started again on the new medication manual.
- [Temporary staffing help is now available for residential service providers during Covid-19](#).
- The Positive Support Transition Plan and Review forms are now finished. The instructions are currently being worked on and then the team will start rolling out the documents in partnership with the Licensing Division. The related forms will be published at a later date.

### Discussion

- The committee will discuss their 2021 Olmstead report on mechanical restraint.
- There is a new technology option for committee members to make phone calls, but it has a monthly cost. Members will discuss alternative options and determine who needs the new technology, and who does not need it.
- The committee will continue their discussion on adding a couple more trauma-informed care resources to the DHS Positive Supports webpage. Some ideas that have been shared include:
  - [Positive Supports Minnesota, Trauma Informed Approaches](#)
  - [DHS children's mental health, trauma-informed care webpage](#)
  - [SAMHSA Tip 57: Trauma-Informed Care in Behavioral Health Services](#)
- Both subcommittees will provide updates.
- 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.