

Oregon Lifespan Respite Care Council

Minutes

April 21, 2009 9:00 a.m. – noon

Present: Marty Bleau, Terry Butler, Carla Cudmore, Deborah Letourneau, Sue Lissman (VCON), Pam Swisher (VCON), Dee Tafolla, Janet Williams, May Martin

Absent: Judy Rinkin, Terry Fennell, Toni Larson, Elaine Young

Topic:	Presented:	Primary Discussion Points:	Action(s)
Summit planning updates	May	<p><u>Registration:</u> Discussed invitation list to see who else need to be invited. Secured all 3 speakers.</p> <p><u>Federal Lifespan Respite grant:</u> Release of \$2.5 M will be announced soon after the Oregon Summit, and we'll have 60 days from then to apply.</p> <p><u>Folder for handouts:</u> Not enough time to collect a 1-page story from a caregiver, respite provider, and a Lifespan Respite Coordinator.</p>	<p><u>Additional invitations:</u> Deborah: Kay Kirkbride, Legacy Caregiver Services Dee: Juntos Podemos, Catholic Charities, Easter Seals May or Marty: Vicki Schmall Terry B.: AFSCME, NW Down Syndrome Association, Commission on Children & Families</p> <p><u>Engagement card:</u> Will collect at the Summit to create a list of supporters, who would like to stay engaged.</p> <p><u>Council contact list (name, email, phone number):</u> Will be sent out to all Council members per request.</p>
January 13, 2009 meetings items for review and approval	Terry B.	<p><u>Payment rate question:</u> Lifespan Respite currently doesn't have a standard rate. Coordinators have been using standard rates from various</p>	<p><u>Documents approved:</u> 1/13/09 meeting minutes, road map, Council's Guidelines. Will post minutes and Guidelines on the web. Also will email a copy of the Guidelines to</p>

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		<p>community programs—i.e., SPD in-home care and personal care (about \$10/hour), CAF foster care (recent rate re-setting), etc....</p> <p>The committee suggested considering a survey in the near future for community recommended rates. This may help provide families with some parameters.</p> <p>Noted that Lifespan Respite currently doesn't have a system to match training levels and payment rates. It'll be something the program may review.</p>	<p>the Council.</p>
<p>FY 2009-11 Work Plan</p>	<p>Terry B. & May</p>	<p><u>Work Plan:</u> Challenge has been to have a <i>consistent</i> work plan for all counties – to be able to collect meaningful data. The tasks from this draft work plan were developed from the road map, the contract's Statement of Work, and with the federal grant</p>	<p><i>Council agreed on the outcomes</i> for each constituent group – families, providers, coordinators, community partners – as outlined in the work plan.</p> <p><i>County Lifespan Respite contractors will be provided a copy of the newly approved 09-11</i></p>

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		<p>requirements in mind – making sure the <i>counties and State share the same goals.</i></p> <p><u>Questions/Comments/Suggestions:</u></p> <p>1/ Make sure there's a plan for updating publications (it is currently under the strategy for coordinators).</p> <p>2/ How do we actually collect the information to measure the outcomes? Is there a form developed?</p> <p>3/ Should quality assurance (QA) be tied into the funding source? Or should Lifespan Respite have its own QA or some kind of oversight?</p> <p>In the child care system, there are statutes/regulations and rules which relate to health and safety in requirements for people who provide care. Similar requirements and funding don't exist for</p>	<p>Work Plan. Per contract agreement, the counties need to submit a work plan annually that's approved by the State.</p>

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		<p>LRC. However, there could be general guidance, such as the Principles of a Quality Lifespan Respite Program. LRC doesn't have the capacity to build the oversight part of the program right now.</p> <p>4/ What kind of training LRC provide to caregivers? To respite providers?</p> <p>Some county LRC programs, such as Sherman county, used to provide training to caregivers. Perhaps LRC coordinators need to provide an orientation to both caregivers and respite providers. This may help them know what to look for in respite providers – for a better match.</p> <p>State LRC website does list different types of training offered by various community partners, available to caregivers/providers.</p>	

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		<p>Question: Should LRC have minimum standards in training for respite providers? Currently, LRC Coordinators can recommend but can't mandate providers; so coordinators have to educate caregivers.</p> <p>➤ All these suggestions are built into the draft work plan. Question: Would it be a priority action for the Council to provide this type of guidance/standards to families and educate stakeholders – what respite is and isn't, selecting providers, trainings, etc....</p>	
FY 2009-11 contract for Lifespan Respite Networks, and data collection	Terry B. & May	<p><i>Council members reviewed the revised Statement of Work.</i> Council was informed about the change in the Standards language and the new work plan – for consistency and data collection.</p> <p>➤ <u>Question:</u> Does the Statement of Work reflect the important elements of the</p>	Workgroup for standards and the data collection formed.

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		<p>Work Plan?</p> <p>Because funding and staffing vary from one county to another, not all counties are able to accomplish all tasks as agreed in the contract.</p> <p><u>Questions/Suggestions/Comments:</u> 1/ How's criminal background check done? Currently, county LRC Coordinators work with local DHS offices for providers to go through the process; or Coordinators go through DHS training themselves to assist with the process.</p> <p>If the funding source for provider payment is through the State, then criminal background check is mandatory. If the funding source is through a local grant, then it's not mandatory for that type of stipend; often in those situations, families</p>	

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		<p>prefer to use their own choice of providers (family members, friends, neighbors).</p> <p>In some counties, such as Sherman County, all respite providers must go through criminal background check.</p> <p>There is an effort in this legislature to simplify criminal background check processes across agencies,.</p> <p>2/ Access to trainings Varies from county to county. Again Council work group can be involved in specifics later. Need to make sure both caregivers and respite providers are aware of the trainings.</p> <p><i>Council members reviewed the Oregon Lifespan Respite – Data Elements for Quarterly Reports document.</i></p>	

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		<p><u>Questions/Suggestions/Comments:</u></p> <p>1/ What kind of intake form do all counties use?</p> <p>2/ For families: Is it possible to collect information on who's eligible for which payment sources, and which sources were actually used for respite?</p> <p>3/ For families: Do need to collect intake process time, barriers, number of complaints.</p> <p>Possibly collect number of repeat users? (for possibly additional funding? ...why do we want to count this? To count the unit of service)</p> <p>4/ For providers: Do need to collect number of unduplicated number of providers recruited, and type of care available (may or may not relate to age</p>	

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		<p>and/or special needs).</p> <p>5/ For coordinators: purpose is to be able to provide necessary support.</p> <p>The number of funds used by families would show how connected coordinators are with community partners. And private grants show efforts to enhance the program.</p> <p>Something the workgroup can work on. Keep in mind, not to overburden counties.</p>	
Working committees	Terry B. & May	The work group for the federal grant and the Summit (post activities) can be “morphed” together. Meetings for all the workgroups will be arranged after the Summit, since there’s only one more week to the Summit.	<p>Work groups formed.</p> <p><u>Federal grant proposal:</u> Terry B., Marty, Carla, Dee, Deborah, May</p> <p><u>Standards:</u> Dee, Deborah, Terry B., Pam, Janet, May</p>

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			<p><u>Data collection:</u> Deborah, Janet, Sue, Carla, May</p>
Announcements	All	<p>**** <i>Next meeting dates for 2009</i> ****</p> <p><u>July: 7/21/09, 9:00 a.m. to noon</u>, Barbara Roberts Human Services Bldg., DHS, Room #166, Salem</p> <p><u>October: 10/20/09, 9:00 a.m. to noon</u>, Barbara Roberts Human Services Bldg, DHS, Room #166, Salem</p> <p><u>Video Conference (VCON) sites:</u></p> <ul style="list-style-type: none"> ▪ Beaverton: 15625 SW Greystone Ct., Columbia Room ▪ Medford: 800 Cardley St., Small Conference Room ▪ The Dalles: 700 Union St., Self Sufficiency Room 	
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