

Developmental Disability Services of Jackson County - eitas

**Planning & Services Committee Meeting**

September 17, 2009

Topic/Issue	Minutes	Summary of Action Taken or Pending
<b>Attendance</b>	Janet Ridder, Betty Sharp and Barbara Winkler, Board Members. Jake Jacobs, Nancy Nicolaus, Catherine Sterrett, Tracy Mauk, Michael Haseltine and Kathleen Ganaden, Staff. Mark McCaskill, Guest.	
<b>Call to Order</b>	Barbara Winkler, Planning and Services Committee Chair called the meeting to order at 5:34 PM at the Administrative offices of Developmental Disability Services of Jackson County, 8508 Hillcrest Road, Kansas City, Missouri.	
<b>Program Update – Support Services Quarterly Provider Reviews</b>	<p>Nancy Nicolaus and Tracy Mauk, Support Specialists presented to the committee Quarterly Provider Reviews for 23 eitas funded facilities. The role of the Support Specialist was reiterated by Ms. Nicolaus as she reminded the committee that their role was to monitor, not regulate. Eitas Support Specialists want to be helpful, not punitive, and create a culture of gentleness. Missouri Quality Outcomes for agencies are adhered to.</p> <p>The quarterly review follows a “4 + 1 Question” pattern. The questions are:</p> <ul style="list-style-type: none"> <li>• What have we tried?</li> <li>• What have we learned?</li> <li>• What are we please with?</li> <li>• What are we concerned about?</li> <li>• Where do we go from here?</li> </ul> <p>The Support Specialist meets with staff from the facility and together the five questions are discussed. The review is completed and signed by all participants.</p>	<b>Information</b>
<b>Program Update – Service Coordination</b>	<p>Patti Phillips and Kathy Sterrett Support Coordinator Supervisors for Team 1and 2 presented their monthly reports. By the middle of September each team will consist of 11 service coordinators per team.</p> <p>For July, each Service Coordinator billed 118 hours or \$111,456 for the month.</p>	

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<p><b>Program Update - Service Coordination Continued</b></p>	<p>Jake Jacobs, Executive Director interjected that a meeting has been scheduled with the Kansas City Regional Center (KCRO) to discuss how eitas can expedite bringing new people aboard as they come into Kansas City Regional Center instead of having them go on a wait list.</p>	<p><b>Information</b></p>
<p><b>New Business</b></p>	<p>None.</p>	
<p><b>Old Business</b></p>	<p>None.</p>	
<p><b>Public Comment</b></p>	<p>None.</p>	
<p><b>Adjournment</b></p>	<p>There being no further business the meeting was adjourned at 6:49 PM.</p> <p>Respectfully submitted,</p> <p>Staff</p>	

