

## SELN Meeting Minutes

Wilderness Rm, BOI Bldg., 2401 Colonial Dr., Helena, MT 59601

August 15, 2012

10:00 – 3:00 pm.

### Attendees:

Kelly McNurlin – DDP	Peggy Olson – Family Outreach
Suzn Gehring – DDP Reg 3	Jeff Sturm – DDP
Charlie Briggs – ESGW	Rita Schilling – Job Connection Inc
Jannis Conselyea – DDP	Marla Swanby – OPI
Lori Idland – DRM	Jenece Sharkey – ORI
Greg Olson – Helena Industries	

### Phone Attendees:

Lori Lundberg – DDP Reg 5      Rob Talon – REACH

**Provider Discussions** – Kelly McNurlin has been in contact with Washington State and some of their Providers to set up a couple of trainings. This training is not mandatory but will give Montana DDP and Providers the opportunity to connect with other states and ask questions on what they have done and how they have changed their employment services. If this process is helpful to providers it may be possible to arrange employment discussions with other states.

A web ex employment discussion is set for September 17, 2012 from 1:30-3:30pm with Washington State Providers. Kelly McNurlin will send out the information.

Kelly is asking for Montana Providers to send in questions that they would like to ask Washington Providers so that they can prepare answers. Please submit these question's to an SELN workgroup representative in your area. The group list is on the DDP website [www.dphhs.mt.gov//dsd/ddp/seln.shtml](http://www.dphhs.mt.gov//dsd/ddp/seln.shtml) .

**Employment Supports Training RFP** – It has been determined that DDP and Vocational Rehabilitation (VR) have no certification process for individuals who provide employment support services. The divisions would like to have consistency and are coordinating an effort to have the same training

requirements for employment services support staff. A Request for Proposal (RFP) will be posted for web-based employment support training. Proposals will have to be submitted by September 17, 2012. Three agencies responded to the Request For Information (RFI): (1) Elsevier (CDS), (2) Rocky Mountain Rehabilitation Center (Billings), and (4) CTAT/ Griffin Hammis/ Rural Institute. DDP would like to have a SELN member on the selection committee. Rita Schilling expressed interest in participating on the selection committee.

New employment support staff will be required to take the competency based training. For those who currently provide employment support services a process may be developed which will allow for taking a competency-based test, upon passing the exam, employment services support staff will not be required to take the courses. Both departments would like to see AMDD participate in this process.

**Partnership in Transition Grant** – There have not been any updates on this grant. DDP is hoping to hear if we received this grant the end of September.

**Job Posting** – August 8<sup>th</sup> DDP sent out a position description for a position at DDP Central office. The posting closes 8/22/12. The position is 20 hours a week administrative work. This will be an internship for a year with the Developmental Disabilities Program. The goal of the internship is to provide work skill development so that the intern would be able to apply for administrative positions in state government.

The SELN group suggested that if no applicants are acquired that job carving could be considered as a possibility for the internship.

**Waiver Definitions** – Kelly McNurlin handed out a Draft – SELN New Waiver Work Services handout.

The workgroup started a discussion on waiver services  
**Supported Employment Services: Individual Employment Support.** This definition is based on the CMS definition.

**Page 1 – (of Draft)**

(1) – Supported employment – Individual Employment Support is intermittent formalized training and staff supports – needed by a person to acquire and maintain a job/position in the general workforce at or above the state’s minimum wage. but not less than not less than the customary wage and level of benefits paid by the employer for the same or similar...*discussion of minimum wage and customary wage components.*

(2) – Staff support is intermittent and one-on-one... *will be removed.*

(3) – Supported employment services are individualized and may include any combination of the following services:

1

2

3...

9 Benefits planning and supports... *will be changed to just benefit supports and benefits planning is planned to be a stand-alone service*

10 Transportation – *will be taken out and not bundled with the service*

**Page 2 – (of Draft)**

**Supported Employment – Follow Along Support** – *When does this start? When does VR stop? Need communication between VR & DD.*

The 18 month time limit...*plan to change to detailed annual review process.*

In each of the following situations:

Definitions for:

- 1. Job in jeopardy,
- 2. Career advancement,
- 3. Job loss.

} *Consider taking out since the 18 month time limit will be changed above*

Page 3 – (of Draft) Follow Along continued

- Advocating for the person, but only with... ~~persons at the employment site~~ (to specific) and delete (i.e., employers, co-workers, customers) and only.

Page 4 – No issues

Page 5 – No issues

Page 6 – (of Draft)

Note that every two years and intensive review process should be completed to determine progression of plan.

Page 7 – (of Draft)

Adult Day Health, *Question on just calling it RES Hab.*

Page 8 – (of Draft)

- It is building a friendship (friendship should be defined – social?/ relationship?)

Kelly will review the suggestions and will possibly put a conference call together.

**Next meetings are from 10-3:00pm:**

Sept 19 (BOI 3<sup>rd</sup> floor conference room),

Oct 17 (BOI Wilderness room),

Nov 21 (BOI Wilderness room), and

Dec 19 (BOI Wilderness room).