	Minutes
	Meeting Topic: MFP Services and Self-Direction Workgroup
	Date: Friday, April 20, 2007
	Time: 1:30-4:30 pm
	Location: ODMR/DD Administrative Offices 1601 West Broad Street Multi-Purpose Training Room


Meeting Attendees:	Work group members – see sign-in list
Purpose of Meeting:	Ohio MFP Demonstration – Services and Self-Direction Workgroup – Begin Defining Services and Provider Specifications

AGENDA ITEMS:

Time	Topic	Discussion Lead
15 minutes	Check In/Housekeeping – sign in, approval of 3/30 meeting minutes, today’s agenda, meeting purpose	Sue Fredman
15 minutes	Recap of 3/30 meeting (Housing Locator Services and Peer Support Services)	Roger Fouts
30 minutes	First Draft of Housing Locator Service Definition	Sue Fredman
30 minutes	Brainstorming Session to define Independent Living Skills and Benefits Coordination	Roger Fouts
15 minutes	Break	
60 minutes	Brainstorming Session to define Independent Living Skills and Benefits Coordination (continued)	Roger Fouts
15 minutes	Check Out – action items, next agenda	Sue Fredman

Meeting Notes:


<p>Attendees included: Alan Cochrun, Gary Collins, Dom Frissora, Diana Kubovcik, Laura Leach, Melissa Little, Jennie Lukey, Maria Matzik, Shirley McGlone, Christina Miller, Terry Moore, Alice Pavey, Tiffany Ray, Karla Rinto, Jan Sennett, Judy Stang, Marcy Ungar, Rosemary Walton, Roger Fouts, Sue Fredman</p>
<p>General Housekeeping: Sign-in; workgroup list sent around for review/changes/corrections. Approval of the 3/30 meeting minutes was tabled so that Sue could send another copy to everyone. Everyone was reminded that the minutes are always attached to the end of the agenda for the meeting that they reflect. Thanks to Rosemary, Maria and Alan for today’s snacks!</p>

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Sue shared a draft definition of Housing Locator Services that resulted from the 3/30 meeting brainstorming activities, and new weekly discussions that are taking place between staff from ODJFS, ODA and ODMR/DD who are participating on the Services and Self-Direction Workgroup. A 2nd draft that reflects the input from today's meeting has been prepared and is as follows. The changes are in red.

HOUSING LOCATOR SERVICES assist the consumer in securing appropriate housing when moving from an institutional setting to a community setting, or from one community setting to another if the consumer's health and welfare cannot be assured in the original community setting. Housing locator service activities include:

- *Integrating with other existing housing resources;*
- *Assessing housing options that meet the consumer's specific needs and preferences including ADA accessibility for special needs;*
- *Helping the consumer to identify available housing;*
- ~~Providing~~ *Assisting with* transportation for the consumer to visit potential housing units;
- *Assisting the consumer with the application process, including securing funds for application fees, security deposits, etc.;*
- *Investigating and arranging rental subsidies;*
- *Helping the consumer to understand the on-going eligibility requirements of public housing;*
- *Helping the consumer to meet with prospective landlords;*
- *Assisting with placement on housing waiting lists;*
- *Moderating between the consumer and the housing authority/landlord;*
- *Helping the consumer to secure information needed to make application for housing including*
 - *Birth certificate*
 - *State ID*
 - *Social Security Card;*
- *Working with the consumer to overcome housing barriers including*
 - *Credit recovery*
 - *Criminal convictions;*
- *Assessing the need for, and working with the consumer to develop a plan to obtain home modifications;*
- *Securing transportation for consumers who do not need someone to go with them to look at housing units, go the Social Security Office, etc.;*


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- *Assisting the consumer with arranging for the connection of utilities;*
- *Assisting the consumer and/or coordinating the actual physical move;*
- *Helping the consumer to identify needed household items; and*
- *Helping the consumer to secure a service animal.*
- *Helping the consumer to find a roommate*

Brainstorming about Independent Living Skills produced the following:

Independent Living Skills Training is information and educational programming and resources provided to a consumer or group of consumers with the intent to develop or increase skills, knowledge, or abilities needed to live more independently. (*source: ACILS*) Depending on the system, some consumers might need to have some of these things done for them, while others just need the help to do it themselves. Independent Living Skills including:

- How to pay bills and taxes;
- Travel training;
- Budgeting;
- Grocery shopping/cooking/meal planning;
- Personal shopping;
- Housekeeping/laundry;
- Linking to medical services;
- How to talk to the doctor;
- How to manage entitlements and insurance;
- Social skills;
- Effective communication skills;
- Correspondence/letter writing;
- Mediation management;
- Learning how to use technology;
- Safety skills at home and in the community;
- Simple repairs;
- Training the service provider;
- How to be a good neighbor;
- Scheduling;
- How to work with providers to assure they will do what they're supposed to;
- Managing and assessing supplies (monthly meds, etc);
- How to arrange transportation;
- Identifying and accessing existing community resources;
- Job training and looking for employment/volunteer opportunities;
- Navigating systems;

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- Understanding contracts so as not to get scammed;
 - Health management (medical and dental);
 - How to know when to ask for help, and know who to ask;
 - Civic duties;
 - Recovery Services;
 - Crisis care;
 - How to access adaptive equipment that meets the consumer's needs;
 - Emergency preparedness;
 - Community outreach;
 - How to dress and undress;
 - Utilization of leisure/education/physical/emotional activities;
 - Linkages to legal resources;
 - Continuing therapies.
- Independent living skills ARE NOT:
- Personal care/hands on care;
 - Long term assistance with independent living skills;
 - Approved waiver services and state plan services;
 - Peer Support, benefits coordination and housing locator services.
- The workgroup revisited Peer Support. It was seen as more of a personal mentoring activity based on the personal experience of the peer support provider. In reality, it differs by the population being served. It also includes emotional support, cultural support, and life choice support. It is also seen as a natural support.

Action Item	Person Responsible	Deadline
Send another copy of the 3/30 minutes to the workgroup.	Sue Fredman	
The next meeting will be on Friday, May 11, 2007 (1:30 – 4:30 p.m.) at the CDC Multipurpose Training Room at 1601 West Broad Street		