



**Montgomery County Commission on People with Disabilities
Developmental Disabilities Advisory Committee
Meeting Summary – May 9, 2016**

Sue Hartung, Chair

Present: Betty Bahadori; Charene Baxter; Larry Bram; Pam Cressman; David Cross; Camelia Fawzy; Susan Hartung, Chair; Monica Herring; Karen Hochberg; Susan Ingram; Annette Jolles; Jay Kenney; Mary Keyser; Cyndy Kovesdi; Shawn Lattanzio; Suzanne Lofhjelm ; Kim Mayo; Venetia McDaniel; Seth Morgan; Karen Morgret; Liz Roth; Reda Sheinberg; Eldora Taylor; Nikki Thompson; Penny Veerhoff; John Whittle
Staff: Betsy Luecking

Welcome and Introductions

Susan Hartung, convened the meeting and introductions were made. Susan welcomed Judy Pattick to the group and introduced her.

Updates from DDA – Judy Pattik, Director, Southern Regional Office

Judy Pattik gave information regarding her employment background. She has spent the majority of her career in public education. She began her career in Anne Arundel County and has since worked for Howard and Montgomery Counties.

One area of focus Judy will be moving forward with in her new position will be to strengthen the partnerships between DDA, Coordination of Community Service provider agencies and adult service provider agencies. Customer service is also very high on her list as well as making improvements on data collection.

There has been a hiring freeze, but DDA is in the process of having that lifted so they can fill 9 vacant positions. If given the authority to hire she hopes to have those positions filled by the summer. The Southern Regional Office has a staff of 35, including the current 9 vacant positions.

DDA will be working on department-wide strategic planning to develop a vision and a mission that all the regional offices will use.

For Transitioning Youth (TY), in FY15 there were 111 individuals in Montgomery County. Of those individuals, 14 are without placement due to various reasons (can't contact the individual, waiver issue, difficult to place). 7 individuals have no action or are pending action and 7 individual's statuses are undetermined. For FY16, DDA is aware of 123 individuals. The office has received 32 serving funding plans and 56 waiver packets have been submitted. 23 individuals have no action or are pending action. 100 individuals are still undetermined. They expect a July 1st start date for those individuals that they have received.

13 TYS for FY16 have chosen self-directed services. It was noted that there are very few support brokers in the area, which can be difficult and challenging for TY clients. In the past staff would connect with agencies they thought would be a good match for clients that were difficult to place. Judy said that with 2 clients in FY15 that were difficult to place, the case workers reviewed different options in the region and met with the individual more frequently to come up with a solution.

This past year the transition for TYs was smoother as providers received one list of individuals rather than multiple lists making the process more organized. Judy would like to continue to work on developing a unified list that would be given to the providers all at once.

It was suggested that parents need to be educated that there is a dramatic drop in funding between the time their child leaves public school which is an entitlement and enters into adult services which is based on eligibility.

It was noted that have a service funding plan is different than being placed. Approvals are made on case by case basis. It was explained that the 123 TYs are those students exiting from high school that have been DDA approved. Of those students, 32 have a service funded plan meaning they will have funding available for the supports they receive. Supports are decided upon on a case by case basis and range from supported employment to residential services.

Shawn Lattanzio was noted that Correction Reform is an issue that Congress is currently looking reviewing. Such reform could release individuals with developmental or other disabilities from prison. It was asked if DDA is aware of a possible Correctional Reform and if funding would be available for those individuals. Individuals who have disabilities that are released from the prison system typically go into the mental health system. A very small percentage might be eligible for DDA services and those services would depend on each individual's needs. Individuals with mental health as a sole disability would not be eligible for DDA services. Typically the Core Services Agency would provide services to individuals with mental health concerns and there are eligibility requirements for that program.

It was asked if DDA had hired an outside agency to review the self-direction program. Judy does not know, but will go back to DDA for an answer. It was also noted that Montgomery County Public Schools (MCPS) staff know very little about self-direction. Judy offered to arrange meetings for DDA staff to provide information and educate MCPS staff and the community about self-direction.

Cindy Kauffman, Director of Strategic Operation, SEEC, is working on holding quarterly transition meetings so people can become more informed about self-direction. Those interested in attending those meetings can contact Cindy directly at 301-576-9000 x 201 Or via cell at 301-346-7852 or via email at CKauffman@seeconline.org

It was asked if DDA has experienced any changes with the new regulations of Section 503 of the Rehabilitation Act that prohibits federal contractors and subcontractors from discriminating in employment against individuals with disabilities, and requires these employers to take affirmative action to recruit, hire, promote, and retain these individuals. Judy is not aware of any changes and is not sure if DDA would be addressing those new requirements.

Update on Coordination of Community Services – Representatives from Total Care, MMARS, Montgomery County HHS Community Support Network

Definitions

SFP - Service Funding Plans (plan a provider agency submits to explain the plan for the individual (including how much it will cost them to serve the individual))

CCS - Coordination of Community Services

PCIS2 - Provider Consumer Information Systems (DDA's Management Information System)

CNLR - Critical Needs List Recommendation Form (form required to document a change in a person's status)

IP – Individual Planning

CCS – Coordination of Community Services

MMARS

Carolyn Miller, Owner and President of Medical Management and Rehabilitation Services (MMARS), explained the staff is organized into silos.

MMARS: Data provided by Sara J. O’Neil, CCLS, HSSVII, Executive Management, Crisis Intervention Advisory Specialist & Transitioning Youth Liaison

801 Waiting List Cases

6 Cases at either SETT or the Potomac Center

1153 Community Coordination Cases

28 Community Coordination Coordinators

3 Transitioning Youth Coordinators

3 Comprehensive Assessment Coordinators

5 Waiting List Coordinators

1 Program Director

1 Lead Supervisor

5 Community Coordination Supervisors

1 Waiting List Supervisor

1 Transitioning Youth Supervisor

1 Crisis Intervention Specialist

1 Medicaid Waiver Specialist

1 Quality Enhancement Manager

1 Quality Enhancement Analyst

Montgomery County Department of Health and Human Services, Aging & Disability Services Community Support Network Update Provided by Kim Mayo, Administrator

Coordination of Community Services – The County Community Support Network is currently serving 492 clients (with 8 that will be transferring in the coming weeks).

As of 5/16 - they have 10 Coordinators in their CCS program. Each Coordinator will have a mixed caseload of approximately 50 clients.

- ✓ **57 Waiting List Cases**
 - ✓ 161 Annual IP Meetings
 - ✓ 67 Request for Service Change forms
 - ✓ 30 Day IP Meetings for all returning clients
 - ✓ 13 TY 16's, (# increased since DD Advisory meeting with new transfers)
-
- 5 SFP's submitted to DDA
 - 2 Self-directing Plans submitted to DDA
 - 1 deferring to January
 - 4 are in SFP development
 - 1 hasn't identified Provider

There are 45 County residents waiting for a slot to open so they can transfer their CCS to the Community Support Network, DHHS.

Total Care Update – Information Provided by Venetia McDaniels, MS, Director of Maryland Programs

352 waiting list cases

781 CCS cases in Montgomery County.

34 CCS Coordinators

3 TY Coordinators that only work with TY cases

10 Coordinators who handle the waiting list.

Waiting list coordinators have a lower case load.

1 Eligibility Coordinator who oversees the eligibility department

1 Quality Enhancement staff person

5 Community Coordinators with an elevated position (CCS2), all are responsible for handling comprehensive assessments/eligibility (3 per month in addition to their caseload)

6 Supervisors who manage an average 8-9 Coordinators

Staffing has stabilized since the transition with Montgomery County is complete

Total Care Coordinators-52 coordinators for agency

Coordinators manage 25 to 30 cases, which are a mix

Caseloads are also organized by geographic area and by providers.

Biggest challenges are retaining qualified Coordinators and being able to absorb the rate for TCM.

COMAR requires that Coordinators have a Bachelor's Degree in a Human Services broad field.

TY15s – 5 are currently not placed – 1 has medical assistance issues, 1 refused services, 2 have waiver issues, and 2 are looking for providers.

Refusal of services was because the parents did not think their child needed services through DDA. If it is a medically fragile case the DDA model may not be the best fit and they are better served by going into a medical day program.

TY16s – Serving 40 individuals – 30 are placed, 7 of which have gone with self-directed services. 10 are still looking at providers

- 7 still need to have waivers completed
- 3 they are having difficulty contacting, but are working with the schools

It was noted that there is an overwhelming amount of paperwork regarding an IP meeting. Suzanne Lofhjelm, Representative of Congressman Van Hollen's, stated that they have heard from parents and have also experienced the repetition of having to resubmit paperwork over and over again to agencies.

Expanding Employment Opportunities – Karen Hochberg, Human Resources Specialist, Montgomery County Office of Human Resources

Within the last year fiscal year, excluding May and June, the County posted 393 jobs and received almost 31,000 applications. Since 2014, the County has hired through the non-competitive hiring process - 25 people with disabilities. In addition, since 2010, Veterans, Veterans with a disability and people with disabilities are given a preference in applying for merit positions. Since 2010, 170 veterans, and 8 veterans with a disability and 21 people with disabilities have been hired into County merit positions.

Montgomery County Government is a host business for Project SEARCH, a 10-week unpaid internship program that provides education and training to young adults with intellectual and developmental disabilities. The program is supported by the Ivymount School's Post High School Program, a community-focused life skills program, and SEEC, a local nonprofit that provides community-based employment support to transitioning youth and adults. This is the 4th year the County has participated in the program. 36 individuals have completed the program and an additional 11 will finish in June. There is a 67% hire rate for those who complete the program, which includes individuals the County hires as contractors or on direct voucher. Hires were not for merit positions. Two individuals who will exit the program in June have already been placed in employment. The Customized Employment Internship Program works with County departments to develop part-time paid positions that are matched to individuals with significant disabilities based on their interests, skills and competencies. Individuals can work a maximum of one year and earn up to \$10,000. Some individuals who have completed the program have been hired as seasonal or part-time employees as well as full-time merit employees.

This past year there has been a shift to focus employment on the private sector as it takes a lot of work, advocacy and commitment from Departments to create positions and provide funding. The County has expanded the Project SEARCH program to include the City of Rockville, the City of Gaithersburg, Montgomery College, and Montgomery Parks. Currently, these other jurisdictions do not have a non-competitive hiring process. A few individuals have been hired by the City of Rockville and Montgomery Parks.

The non-competitive hiring process is for individuals with a severe disability. Individuals can upload their resume along with their documentation or Schedule A letter, which can be obtained from the

Division of Rehabilitation, into a database. This information is used to match them with class specifications prior to a position posting. Karen will run a report that will provide individuals in the database who are qualified for that position which is given to Department Directors and HR Liaisons. Directors have the opportunity to hire from that pool before advertising the position. Karen has been reaching out to departments to educate them about the program and to highlight the benefits of hiring non-competitively. Typically the hiring process takes 90 to 120 days when the position is posted for the general public, but hiring non-competitively drastically reduces the time. Of the 18 people with disabilities hired non-competitively, 13 had completed an internship program and 5 did not.

Susan noted that positions created are for those who can work independently, but the County should also look to create positions for those who cannot work independently or may need a job coach. She asked about County contracts and giving priority to organizations that provide services to persons with disabilities. Karen noted that she understands the limitations and difficulties of creating positions within the County which is why they are looking to partner with the private sector.

There are not many entry-level positions in the County that require no work experience. Departments have also had to reduce and/or positions over the last six to eight years due to budget constraints. While Departments that have participated in the Customized Employment Internship Program have been very pleased with the participants, they were unable to receive funding that would create the position full-time after the internship had ended.

Larry Bram reported that he is involved with a workgroup through the Jewish Federation is currently looking into this issue within the Jewish community. While there is a Federal tax credit to employ persons with disabilities, there is no other incentive currently for private businesses.

In regards to Section 503, the new regulations establish a nationwide 7% utilization goal for qualified individuals with disabilities. Contractors apply the goal to each of their job groups (from entry-level to management), or to their entire workforce if the contractor has 100 or fewer employees. Contractors must conduct an annual utilization analysis and assessment of problem areas, and establish specific action-oriented programs to address any identified problems. This would be a separate conversation to have with County procurement and may be worth discussing with the County Council.

Roundtable:

This committee will meet again on June 13th and then take a break for July and August.

Respectfully Submitted,

Carly Clem, Administrative Assistant
Betsy Luecking, Community Outreach Specialist
Commission on People with Disabilities