**DDAWNY SDS MEETING Attendance – 10/15/2019**

**Attendance:**

In person: Kristin Rhodes – Person Centered Services, Beth Zaprowski –HCS, Robert Kozlowski – HCS, Gail Saunders – Aspire, Harpreet Saran-Rokicki – People Inc., Cynthia Harvey –People Inc./DDAWNY Chairperson

Via Phone: Terrena Derby – Aspire

**Meeting Discussion**

**Life Plans and Staff Action Plans –**

 Kristin brought the latest MediSked guidance document for updating of any open concerns.

 In Section 1, the Support Brokerage section will be reworded as follows: “My Support Broker helps me to monitor and maintain my self-direction budget and services per completed Support Broker Agreement”.

 In Section IV: The value of Community Transition Stipends will be updated to $5000.

 In Section V: Only 100% State services should be listed.

 In various sections: The drop down options will be edited.

**Direct Provider and Agency Supported tracking –**

 Cindy will reach out to other agencies to see if they have any guidance.

**Staffing:**

Discussion occurred regarding:

Terminating Staff (if the individual moves or decides not to maintain a schedule for a staff.

How to handle staff that struggle with technology or do not respond to request for corrections.

**Conference Update:**

Cindy relayed the update on OTPS billing from the conference (OTPS 90-day time starts at the time the FI receives the request for reimbursement.

 Discussed the thoughts on plans that contain self-hired staff authorization, but there are no plans by the Individual/COS to seek approved staff. The COS should request an amendment to reset the FI fee to Level 1 ($125).