

## Meeting Wise Agenda

### Washington BVRS CAC MEETING AGENDA

April 26, 2019 10:00AM - 11:00AM  
Washington District OVR Office

**TOPIC: Quarterly CAC Meeting**

**Attendees:** Darla Openbrier, Megan Van Fossan, Ed Pahula, Ed Polito, Kendra Casella, Sheila Gombita, Karen Bennett (Via phone), Ken Evans

**Not Present:** Ester Barnes; Kate

**Facilitator:** Megan Van Fossan

**Secretary:** Kendra Casella

**TO PREPARE FOR THIS MEETING, PLEASE:**

- Read this agenda
- Come with ideas to improve services to customers

**Schedule** [60 minutes]

TIME	MINUTES	ACTIVITY
10:00AM	2 Minutes	Welcome/ Call to Order
		Approval of Meeting Minutes <ul style="list-style-type: none"> <li>• Approval of Minutes from January 25, 2019.</li> <li>• Motion to approve minutes by Ed Pahula and seconded by Sheila Gombita.</li> </ul>
		Review next steps from our previous meeting <ul style="list-style-type: none"> <li>• N/A for this meeting</li> </ul>
10:02 AM	20 minutes	<p><b>OBJECTIVE 1 - Regular Agenda Items</b></p> <ol style="list-style-type: none"> <li>1. <b>Personnel:</b></li> <li>2. <b>Rehab Goal:</b>388 Rehabs by June 30, 2019</li> <li>3. <b>Fiscal:</b></li> </ol> <p><u>NOTES:</u></p> <ol style="list-style-type: none"> <li>1. Upcoming Public Meeting: There will be a Public Meeting to inform every one of the proposed waiting list that will be in effect July 1<sup>st</sup> for new client that are not in plan status.</li> <li>2. <b>Personnel:</b> There is currently a freeze on all hiring.               <ol style="list-style-type: none"> <li>a. There is a new MH Counselor, Diana McLaughlin.</li> <li>b. Performance Reviews for Counselors are coming after June.- More accountability to be in place</li> </ol> </li> <li>4. <b>Rehab Goal:</b> 388 Rehabs from June 30, 2019. As of 4/2019, currently at 68% of meeting that goal. Due to the changes in the models of services, the counselor caseloads are being lowered.</li> </ol>

		<p>5. <b>Fiscal Update:</b> OVR Washington District Office is waiting on the last quarter money to be allocated.</p> <ul style="list-style-type: none"> <li>a. PETS funding was overspent, so money is being reallocated from the overall budget to cover those costs.</li> <li>b. Counselors and Supervisors are purging any unused authorizations</li> <li>c. Currently prioritizing jobs over other services like driving instruction, etc.</li> </ul>
10:15	20 minutes	<p><b>OBJECTIVE 2 - New Business</b></p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>● The state issued a Joint Bulletin with OVR/ODP to discuss how ODP waiver services and OVR should be operating cohesively</li> <li>● There is a checklist that guides the process</li> </ul>
10:35AM	15 minutes	<p><b>OBJECTIVE 3 - Open Discussion</b></p> <p><b>NOTES:</b> Discussions about how the waiting list will effect potential clients</p>
10:50	2 minutes	<p><b>OBJECTIVE 4- Next Steps for Next Meeting</b></p> <p>None at this time</p>
10:52 AM	1 minute	<p><b>Adjournment/ Next Meeting</b></p> <ul style="list-style-type: none"> <li>● The next meeting will be held on Monday October 28, 2019.</li> <li>● Motion to adjourn the meeting at 10:53AM by Sheila Gombita and seconded by Ken Evans.</li> </ul>