

# Minnesota Olmstead Planning Subcabinet – 10/13/14 Meeting Notes

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## Meeting Details

**Date:** October 13, 2014

**Start/End Time:** 3:00 p.m. – 5:00 p.m.

**Location:** Department of Corrections, ETC Building-Suite 135 – 1450 Energy Park Drive, St Paul

**Chair:** Lieutenant Governor Yvonne Prettner Solon

**Facilitator:** Dr. Darlene Zangara, Executive Director Olmstead Implementation Office

**Subcabinet members (or alternates) in attendance:** Sue Mulvihill, Deputy Commissioner, Department of Transportation (DOT); Brownell Mack, Assistant Commissioner, Department of Human Services; Jeremy Hanson Willis, Deputy Commissioner, Department of Employment and Economic Development (DEED); Steve Dibb, Deputy Commissioner, Department of Education (MDE); Christina Schaffer, Department of Human Rights; Joel Salzer, Minnesota Housing Finance Agency (MHFA); Roberta Opheim, Ombudsman for Mental Health and Developmental Disabilities (*ex officio*); Colleen Wieck, Executive Director, Governor's Council on Developmental Disabilities (*ex officio*)

Joined by Phone: Manny Munson Regala, Assistant Commissioner, Department of Health

Joined in Progress: Lucinda Jesson, Commissioner, Department of Human Services (DHS) and Tom Roy, Commissioner, Department of Corrections (DOC);

## Welcome, introductions, and approval of agenda

Lt Governor Yvonne Prettner Solon called the meeting to order. Subcabinet members introduced themselves. The Lt Governor acknowledged that there were new members at the table. Deputy Commissioner Hanson Willis made a motion to approve the agenda. Commissioner Mulvihill seconded the motion. The agenda was approved.

## Review and approval of Subcabinet Meeting Minutes

The first order of business was approval of the minutes from the August 11<sup>th</sup> and September 29<sup>th</sup> meetings. A motion was made by Deputy Commissioner Hanson Willis and seconded by Deputy Commissioner Dibb to approve the minutes. No additions, corrections or discussion. Motion to approve both meeting minutes passed.

## Action Items Needing Follow Up

Dr. Darlene Zangara was asked to provide updates on five items on the agenda. These items do not require action from the Subcabinet at this time. The agencies are being provided feedback and proposed recommendations and follow up needed.

- Dr. Zangara reported on the action item of the Plan (QA 3E) that requires the subcabinet to issue a report on the staffing, funding and responsibilities of the Olmstead Implementation Office (OIO). The August 31, 2014 deadline was not met. The first draft of the report was provided to the Subcabinet for this meeting. There are too many pending issues and decisions for the report to be complete at this time. The report will be ready for review and approval at the December 15<sup>th</sup> Subcabinet meeting.

- Brownell Mack from DHS reported on three action items (SS 3C, SS 3D, and SS 3E) that relate to increasing positive practices and eliminating the use of restraint and seclusion. The July and August 2014 deadlines for these items were not met. A report is being drafted that satisfies all of the requirements of the three action items. It will be submitted to the Subcabinet by October 22, 2014 and included in the next bimonthly report.
- Dr. Zangara pointed out that three of the reports submitted by agency staff had good content but the OIO has recommendations on how these reports could be improved and strengthened. The OIO will work with the agencies to rework and enhance the reports. These include: Waitlist Report (SS 4B); Family Outreach Plan (EM 3M); and Crisis Triage and Handoff Process (SS 3I).

### **October Bimonthly Report to the Court**

Dr. Zangara was asked to walk through the fourth bimonthly report for the Subcabinet. Dr. Zangara pointed out that graphs were added to help show the progress of moving individuals from segregated settings to integrated settings. A chart was also added to show at a glance, the progress toward completion of the action items during the reporting period.

Upon review of the remainder of the bimonthly report motions were made and approved as follows:

- The Wait List report (SS 4B) was accepted by the Subcabinet but the recommendations were not approved. The report is referred back to the agency to address several concerns. The report will be submitted for review and approval at the December meeting.
- The report on the Olmstead Implementation Office (QA 3E) was accepted by the Subcabinet but was not approved. The report will be further developed and submitted for approval at the December meeting.
- The October bimonthly report was approved for submission to the Court.

### **Olmstead Subcabinet Structure**

The Lt. Governor introduced the next item on the agenda regarding the structure of the Subcabinet going forward. There has been previous discussion about looking at the Environmental Quality Board (EQB) as a model. Ryan Church, Assistant Commissioner from the Department of Administration was asked to lead a discussion with the Subcabinet on key design elements of the structure going forward.

Mr. Church walked through some of the basic concepts that need to be considered when designing the framework for the Olmstead structure. Items to consider include: the focus of the governing entity; definitions; the governing body, membership; and staff. Questions and discussion followed on the possible framework.

A motion was made to move forward with designing a permanent structure that builds on the existing structure and the EQB model. The motion was seconded and approved. Further discussion on this item will take place at the December meeting.

### **Next Meeting/ Meeting Adjournment**

There will be a special subcabinet meeting on November 3<sup>rd</sup> from 3 – 5 to review and approve the revised Olmstead Plan. The next regular meeting will be December 15<sup>th</sup>.

The meeting was adjourned at 5:00 pm.