

UWIN Work Group Minutes

Meeting Date: October 19, 2001

Work Group / Facilitator: GOE and Staff / Cathy Chambless

Minute Recorder: Tamara Keene

Attendees: Kathy Daley, Bill Young, Matt Knotts, Cathy Chambless, Nonie Lancaster, Ted Loosli, Catherine Carter, Alison Lozano, Lynne MacLeod, Hank Liese, and Suzette Martellaro

Next Meeting Date and Location

November 19, 2001
 10:00 am – 12:00 pm
 Judy Buffmire Building (1595 W 500 S)

Action Item Updates from Past Meetings

| <i>Action Item</i> | <i>Status</i> | <i>Who</i> |
|--------------------|---------------|------------|
| | | |
| | | |

Discussions for Future Meetings

Follow up on work group norms
 Approve or modify minute worksheet
 Choose to Work and Ticket discussion

Topic and Summary of Discussion

Welcome and overview

Introduced Suzette Martellero for DWS.

Plan on discussing group breakouts from October 9.

Talk about Provo meeting

Talk about work group meetings and practices

Person who takes minutes should not be the facilitator

Action Steps

| <i>Action Item</i> | <i>Responsible</i> | <i>Target Date</i> |
|--|--------------------|--------------------|
| UWIN presentation prep for USOR convention in Provo. | Cathy | 10/24/2001 |

Recommendations for GOE Group

Topic and Summary of Discussion

Training and Outreach Break out (Alison and Nonie)

Decided that this group needs a representative from the mental health sector.
Viewed the web site and videos then discussed in detail.
Would like translations and special needs addressed for accessibility

Work Incentives (Kathy, Bill and Matt)

Need to identify a legislative representative
Linda Asa educated group on Medicaid Buy-In
Goals
Have some crossover for Benefits Planning
Get more information on Ticket to Work
Discussed the idea of getting opposing views. (I.e. good experience vs. bad experience)
Finding and getting a system to support Jolene and Diane.
UBHN for mental health representative.
This is a lobbying group that would be beneficial to the project. It is a corporation that was formed to unite issues of funding to the state and does not just rely on the state for funding.
Still need someone from DWS for work group

Employment Supports (Catherine and Ted)

Need to meet deadlines for benchmark requirement to secure grant for next year.
Keeping personal care independent living away from medical model or agency structure.
IL centers will monitor the flex care participants
Medicaid will pay for this
DRAC funds this and is waiting for new grant and funding.
Training for case manager will begin in December for those who will be assessors (Available Statewide)

Action Steps

| <i>Action Item</i> | <i>Responsible</i> | <i>Target Date</i> |
|---|------------------------|--------------------|
| Training and Outreach participants are to become familiar with UWIN website. (www.uwin.org) | All in this work group | By next meeting. |
| Identify a representative for Work Incentives. Possibly Steve Poulton who carried the Medicaid bill. | Corey R | ? |
| Email Corey's notes to Work Incentive group. | Tamara K | ASAP |
| Contact UBHN for representation. Either Barbara Hardy (President) or Jack Tanner (CEO). | Kathy D | Next Meeting |
| Meet with Paula Julander for legislative support for Employment Supports work group. | Cathy C | 10/25/2001 |

Recommendations for GOE Group

Topic and Summary of Discussion

How to support work groups better

- Help new members “become” a part of the group.
- Post Minutes on web site for follow up.
- Post upcoming meetings and other important dates on web site.
- Put a counter on web site.
- Have an evaluator at each work group meeting.
- Use PAR in meetings. Support it.
- Come up with group norms.
- Use a conforming minute form to log work group notes.

All work groups need to be congruent and working in a similar fashion.

Are there enough evaluators for all of the work groups?

UofU evaluators will sit in on each of the meetings and refer back to the Utah State evaluators.

Action Steps

| <i>Action Item</i> | <i>Responsible</i> | <i>Target Date</i> |
|--|--------------------|------------------------|
| Create new minute form | Cathy and Tamara | 10/26/2001 |
| Evaluators need to try and arrange their schedules so that each meeting is covered. | Hank and Lynne | Prior to each meeting. |
| Each Work Group needs to establish norms within their group | Facilitators | During next meeting |
| Establish information and action flow chart describing starting and ending points of group activities and questions. | ? | ? |

Recommendations for GOE Group