# DDD Stakeholder Collective

**Purpose:** Foster open and clear communication by providing updates and facilitating a feedback loop with DDD’s stakeholders

**Meeting Agreements:**
- Mute microphone when not speaking
- One person talks at a time
- Be respectful of others’ perspectives
- Listen to understand before providing solutions

**People:** Self-Advocates, Families/Guardians, Community Support Providers, CHOICES Case Management Providers, Family Support Coordinators, DD Council members, SD Supporting Families Community of Practice, and DDD staff

**Date:** October 20, 2021  **Time:** 3pm -4:30 pm CT  **Location:** Zoom

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<thead>
<tr>
<th>Agenda Item</th>
<th>Owner</th>
<th>I or D Info Decision</th>
<th>Desired Outcome</th>
<th>Come Prepared to…</th>
<th>Time Allocated</th>
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| 1. Welcome & Standing Items  
  • Members of the Collective  
  • Review of Agenda & Meeting Agreements  
  • Navigating Zoom  
  • Assigning Roles  
  Timekeeper: Jamie  
  Recorder: Dona  
  Chat Box Monitor: Katie K  
  Waiting Room: Jaze Sollars | Joey Younie | I | We review the purpose of the Stakeholder Collective sessions and which stakeholders are invited  
We revise agenda to reflect our current priorities and engage team member through roles. | Add your name, role and which group you are representing (if applicable) to the chat box | 5 mins |
| 2. Follow up from July Stakeholder Collective  
  • FS 360 Trajectory & update  
  • Front Door to Supports Trajectory & update | Julie H | I | Stakeholders know what actions DDD has taken since the last time we met, obstacles met and what still needs to happen. | 5 mins |

Julie Hand reviewed the Front Door to Supports Trajectory. See slide with Trajectory for details. The DDD Intake Specialist has been hired and is currently undergoing training and working towards certification. Will convene a workgroup in 2022 to address the bullet points outlined and get into more practical application of this Trajectory.

Julie also reviewed the Family Support 360 Trajectory. See slide. She focused on the What We Want section:
- town hall meetings are being considered for information gathering for the FS 360 waiver renewal
- applications are being accepted for an opening on the Family Support Council
- DDD has 3 certified Safety Care Trainers, 2 of which are also certified in Safety Care for Families

| 3. Continuum of Care – Community Services:  
  • Family Support 360 Waiver Renewal process & timeline  
  • Exploring behavior consultation as a service  
  • FS 360 survey | Jaze | I | All attendees have a clear understanding of opportunities to contribute and timeline | Ask questions, offer suggestions | 20 mins |

Jaze reviewed the timeline for the FS 360 waiver renewal. See slide for details. If all goes well, implementation of the renewal will occur June 1, 2022. She described a new waiver service DDD intends to add that will cover “other therapies” such as equestrian, aquatic, art, and music therapy. The expansion of behavioral supports such as Safety Care for Families and Community Collaboration are also being considered within Family Support 360.
4. Continuum of Care – Community Services:
   • Rate Methodology Workgroup

Joey provided an update on the Rate Methodology workgroup. She pointed out the rate is reviewed every 5 years per requirement and is specific to the CHOICES waiver. Both the workgroup and the Rate Methodology Steering Committee will be meeting on 10/25/2021.

5. Continuum of Care – Communication:
   • Stakeholder Engagement & Education
   • Informational video series & surveys
   • Stakeholder meetings
   • Draft waiver manual

Julie H

Attendees know what DDD is doing to address communication with stakeholders

Ask questions, contribute ideas

15 mins

Julie reviewed the activities that have occurred and are ongoing surrounding Stakeholder Engagement and Education. This meeting today is our third Stakeholder Collective meeting this year. She provided the frequency of when the other activities happen. Julie shared that DDD is developing brief informational videos to include such topics as What is an ISP, What is Self-Direction, Selecting a Provider and Eligibility. Jaze talked about two waiver manuals that are being drafted by DDD to serve as a “one stop shop” for policies and procedures. One manual will be on CHOICES and the other on FS 360. The intention is to house these manuals on the Department of Social Services website since they are the Operating Authority for Medicaid Waivers.

6. Continuum of Care – Provider Capacity:
   • Regional Crisis Center RFP
   • Training Manager
   • Transportation
   • Agency with Choice
   • Technology Committee
   • Community Collaboration & Open Futures Learning
   • Roles & Responsibilities workgroup & related training
   • LifeCourse Nexus Workgroups
   • PCT & CtLC learning opportunities

Joey
Jaze S
Jamie M
Julie H

DDD shares information about activities & initiatives designed to increase the capacity of providers in SD.

Present questions, offer ideas

30 mins

Regional ICF’s – contract negotiations are in progress now. The goal is to have ICF level of care available in the community.

DDD Training Manager – Katie Kelly was introduced as stepping into this new position with DDD. She will monitor, oversee and manage the behind the scenes work for both internal and external training. Joey asked attendees today to send any training ideas to Katie.

Transportation – DDD continues to work with other Divisions within DHS on this topic. it has also come up in the Rate Methodology workgroup and they are looking at 2 options.

Agency with Choice – within FS 360 this allows a participant to self-direct and hire staff. Recent challenges have occurred that DDD hopes to address through the FS 360 waiver renewal. The goal is to have a solution by June 2022.

DDD Technology Committee – Currently this Committee is conducting interviews with Community Support Providers to gather information about what types of technology is being utilized. The Committee is also seeking information from other states with the intention of designing a plan for South Dakota to write Technology into the waiver as a service.
Community Collaboration – looking to expand into FS 360. To address education and support needs, DDD is providing opportunities for access by Community Support Providers, Case Managers, Families and Participants to the Open Futures Learning platform.

Roles and Responsibilities Workgroup – this group has been meeting since March to update and add detail to the Roles and Responsibilities document. As a result of the updates and changes to this document, provider training has been scheduled. Katie Kelly sent out a list of upcoming trainings with dates and the topic to be covered during each one.

LifeCourse Nexus Workgroups – One workgroup focuses on foundational training in Person Centered Planning and the other workgroup focuses on ISP Development. Be watching for flyers coming out about upcoming Person Centered Thinking and Charting the LifeCourse virtual and in-person trainings.

Learning Opportunities – Katie reiterated the Roles and Responsibilities training series that will kick off on October 25th.

7. Wrap Up:
   - Next meeting date – January 19, 2022
   - What’s one thing you appreciated about our time together today – use Chat
   - Respond to poll questions to give feedback on today’s meeting

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<tr>
<th>Julie H</th>
<th>I</th>
<th>Mark your calendar!</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Share one thing you appreciated about today’s meeting in the Chat</td>
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<td>Answer poll questions</td>
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5 mins

Please send any agenda topics you have for the next Stakeholder Collective meeting to Julie, Jaze or Jamie.