Governor's Autism Council

MEETING MINUTES

Thursday, July 10, 2014
9:45 AM to 2:30 PM
Department of Health Services
1 W. Wilson Street, Room 630
Madison, WI 53707

Council Members:	Nissan Bar-Lev, Wendy Coomer, Vivian Hazell, Milana Millan, Glen Sallows, Pam Lano
Council Members Absent:	Rose Helms, Michael Williams
DHS Facilitator:	Kris Freundlich
DHS Staff:	Julie Bryda, Susan Larsen, Bill Murray, Camille Rodriguez, Alyssa Zirk
Guests:	Brad Thompson, Deb Thompson
Public Attendees:	None

The meeting commenced at 10:08 AM

1. **Welcome and Introductions**
   Kris Freundlich, facilitator, welcomed members of the Council, Department of Health Services (DHS) staff and public guests. Attendees introduced themselves. Kris also announced her retirement in September 2014.

2. **Public Testimony**
   No public testimony was provided.

3. **Operational**
   - Council members reviewed minutes from the meeting held on April 10, 2014.
   - Nissan made a motion to approve the April 10th meeting minutes; Milana seconded the motion; motion carries.
4. **Department of Health Services Updates – Camille Rodriguez, Bureau of Long-Term Support (BLTS) Director**
   - Camille provided the following DHS updates:
     - DHS is making changes to documents and the website to be more family focused and user friendly.
     - The IRIS (Include, Respect, I Self-Direct) Waiver is making a number of changes to their program.
     - The Department of Health Services has established work groups to address Family Care/IRIS expansion in Northeast Wisconsin.

5. **Non-Native English Speakers and the Children's Long-Term Support (CLTS) Waivers, Evelyn Cruz, Minority Health Program, Division of Public Health (DPH)**
   - Evelyn discussed federal requirements as it relates to accessibility of services for non-native English speakers.
     - Council members discussed how families of non-native speakers can have difficulty in navigating and accessing Long-Term Support programs. DHS CLTS Waiver forms are currently only available in English. However, local county waiver agencies and other external

organizations currently create their own non-English documents based on the needs of their local populations.

- Council members suggested:
  - DHS collect information on percentage of minority families as part of the Children's Services Programs quarterly data report.
  - The WI Department of Public Instruction provides forms in other languages. Schools work with translators and have all supporting materials translated.
  - Work to get information to families when children are at an earlier age. Use outside organizations for outreach.
  - Webpages can be translated into different languages.
  - Birth to 3 Program can assist in making families aware of continuing services.
- Evelyn provided the following discussion points:
  - Minority Health Program's role is to review disparities between populations.
  - Latinos are the largest minority in the state.
  - Title VI regulations indicate that any agency receiving federal funding is required to have translated forms available.
  - Providers should have conversations with families about which language is appropriate to use for children who are bilingual.
  - National CLAS (Culturally and Linguistically Appropriate Services) Standards help agencies meet legal requirements. The DHS Minority Health Program helps implement these standards.
  - It is necessary to translate documents to appropriate language(s) and to disseminate information appropriately. Consider how outreach is delivered, so community members can easily access the information.
  - Use translation software with caution.
  - Train staff to provide information in the correct way. Qualified interpreters are trained to bridge cultural differences.
- Council members suggested raising this topic at a future meeting.
- Possibly develop FAQs for providers – clarify their legal responsibilities and DHS expectations.

6. Council-Led Focus Groups Regarding Early Intervention

- DHS brought up the idea of council members leading small statewide focus groups with a core set of questions regarding early intervention services with families in each region.
- Given what would be a relatively small sample size, Council members suggested obtaining additional feedback through online surveys or through feedback from local communities (publish questions or link to survey in local newspapers).
- Council members discussed possible avenues for outreach to families:
  - The Autism Society of Wisconsin (ASW) conference will be held in October 2014, and could be used to provide families a venue for discussion.
  - Outreach to younger families through current technology.
  - Random sample of clients within a provider network and/or school districts.
- Survey organization: Basic questions:
  - Should questions be specific to CLTS Waiver services or consider lifespan issues?
  - What is the family's experience with their county service coordinator?
  - How accessible are treatment providers in the family's area?
  - Effectiveness of coordination with resources at school?
  - The para-professional model: What works and what doesn't?
  - What do families wish they had known early on in the process?
  - What are families' barriers to initial access and barriers to continued participation?

- What do children learn in ongoing waiver services?

7. Youth in Transition Presentation

- Deb and Brad Thompson provided an overview on their son's transition from the CLTS Waivers to adult waiver services.
  - Discussed experiences the family had while their son transitioned out of high school and started his own lawn care company through services from the county waiver agency and the Department of Workforce Development, Division of Vocational Rehabilitation (DVR).
  - Discussed all of the steps necessary to start and retain the business:
    - Importance of parental involvement through entire process.
    - Asked about possible presentation at different conferences.
    - Different experiences will occur throughout different regions of the state.

8. Ten Years of the Autism Council

- The Autism Council's charge, scope and related topics were reviewed.
  - Children who are eligible to receive services through the CLTS Waiver are a small portion of the autism community. Can and should the scope of the Autism Council be expanded to include more than just CLTS Waiver issues?
  - Review of the Governor's direction for the Council.
  - The Council does not have a chairperson and this should be revisited.
  - Members should reflect full constituency of the individuals served by relevant programs at DHS.
  - Discussed writing a letter to Governor Walker regarding the status of the Council and recommendations for changes.
  - Wendy, Nissan, Pam, and Glen will meet to discuss letters to the Governor. Nissan will lead the coordination of the meeting.

9. Division of Long Term Care (DLTC)/Bureau of Long-Term Support (BLTS) Updates – Susan Larsen

- Children's Services Section (CSS) Programs Quarterly Data Report (Q1 2014)
  - Data report includes information on the Birth to 3 Program, CLTS Waivers, Family Support Program, Functional Screen, CompassWisconsin: Threshold, Katie Beckett Program, Fair Hearings and Appeals.
  - Report contains program enrollment numbers, trends, services, and wait list numbers.
  - Suggestion to include numbers of children getting services through private insurance funding (coordination of benefits information).
  - Sue requested additional suggestions or edits to document prior to Departmental review and approval.
- Comprehensive Community Services (CCS)/CLTS Waiver Funding Coordination Update
  - Revised DLTC and Division of Mental Health and Substance Abuse Services (DMHSAS) and Frequently asked Question (FAQ) document is being drafted to help clarify questions and concerns raised by county waiver agencies and mental health stakeholders.
  - CLTS Capacity Building Funding Update.
  - County waiver agencies are applying for capacity building funding to be able to serve more children and reduce the numbers of children on their local (non-autism) wait lists.
  - Capacity building funding requests include strategies such as hiring additional support and service coordinators, purchasing IT equipment such as laptops, iPads, scanners, etc., to increase efficiencies.

9. Meeting Adjournment

- The Council meeting was adjourned at 2:44 PM.
- The next Autism Council meeting is scheduled for October 9, 2014.