Supports Intensity Scale (SIS) Steering Committee Minutes, December 8, 2016

Participants:
Region 1-Sally Olson (phone); Region 2-Mary Dumas (phone); Region 3-Paul Duff; Region 4-Chase Grounds; Region 5-Todd Lewicki (phone); Region 6-Jason Newberry (phone); Region 7-Jim Kelly (phone); Region 8-Rachel Densmore (phone); Region 9-Lori Baumgart (phone); Region 10-Jim Johnson; Angela Martin [MI-DDI]; Jennifer Bohne [MORC-SNAC] (phone); Josh Hagedorn [TBD Solutions]; Belinda Hawks and Amy Peckinpaugh [MDHHS];

Absent: David Taylor [Oakland County-CLS]

Guests: Kathy Haines and Dick Berry [MDHHS-Performance Measurement Section]; and Jim Anderson [AJ Boggs]

Meeting Minutes and Action Items:
- Reviewed minutes from October 26, 2016. Correction (grammatical) made to page two, first bullet.

Group reviewed updated (extraction date November 1, 2016) document of IDD Consumers who had a SIS assessment between June 1, 2014 and June 30, 2016:
- Document of IDD Consumers who had a SIS, detailed Region, CMHSP, denominator (the number of individuals requiring a SIS) and numerator (number of individuals with a completed SIS). This document is revised reflecting an updated SIS logic.
- Dick Berry reviewed the revised SIS logic with the recommendation made from the October 2016 PIHP CIO forum. Dick discussed the denominator numbers are more accurate. Most of the Regions were in agreement with the change in dominator status.
- Group reviewed PIHPs tracking SIS assessment refusals. The PIHPs will provide a report of their refusals from June 2014 through September 30, 2016 to MDHHS by January 31, 2017. This information will be separated by CMHSPs in the region, similar to the Excel document provided with SIS denominator and numerator numbers.
- Discussed individuals whom may receive a SIS and a LOCUS. Reviewed the requirement to do one does not negate the requirement to do the other.

Face-to-face SIS Assessments:
- Group reviewed variables surrounding face-to-face SIS Assessment, choices for individuals to participate in their assessment, the need for individuals to be involved as much as possible, and the requirements in the SIS manual for how a SIS is conducted.
- Group members agreed upon continuing to bill as-is, with tracking/adding SIS-A minutes (Jim Anderson to add by January 31, 2017), and fifteen minutes of face-to-face time for SIS assessments.

SIS-A Integration:
- Jim Anderson shared Regions 1, 3, 5, and 8 have signed integration agreements. Region 9 is awaiting board approval. Region 4 and 6 are moving ahead with their agreements. Regions 7 and 10 have not responded. Region 2 is waiting to receiving a proposal from AJ Boggs.
- SISOnline received an update today to increase the speed; change is from two minutes to mere seconds to upload. A new venture is scheduled for the end of next week. Back-up capabilities are being added.
- Reviewed additional changes and concerns with SIS-A: Dropping the living situation; and the supplemental questions are added effective today – Jennifer and Jim will report back to the SIS Steering Committee on issues raised regarding copyright and training concerns with HSRI regarding the supplemental questions.
- Group discussed SIS locked records. Group members agreed to have the record open for seven days before locking. Currently SIS assessors can keep assessments on Venture for a length of time. Jim Anderson will explore options and issues and report back to the SIS Steering Committee.

Updates on SIS Assessors and Quality Leads/Training:
- Jennifer Bohne provided highlights of the SIS all assessor technical assistance call held on November 30, 2016: IRQR for Quality Leads-observing the QLs conducting a IRQR; Important to and Important for reminders; support provided to the regions; Macomb (Region 9) continuing to contract with AAIDD for quality assurance; and an all assessor call next quarter.
- Jennifer Bohne will follow-up with Lori Baumgart regarding training support for Region 9 as it relates to quality lead(s). Lori Baumgart shared that Karen Golem has plans to meet in Macomb in January, 2017. Two individuals in Macomb have qualifications for lead training.

Members reviewed discussion of Uses of the SIS (brainstorming session with SIS assessors) and Upcoming Peer Mentor training:
- Jennifer Bohne shared input from the SIS assessors when they were asked to explore uses for SIS. Areas shared by assessors were the following: "Enrich client lives and enhance staff training; not used for funding; show positive changes in support needs over time; highlight integration versus seclusion or exclusion; making sure that personal preference is being indicated; replace more tedious assessments; state to send funding to needed areas for desired activities; advocacy – voice to the voiceless; level of need – goal areas; equity among service areas; and program effectiveness."
- Concerns were expressed about assessors making decisions related to the use of SIS. Members discussed this activity was a brainstorming opportunity that was recommended from the October 26, SIS Steering Committee meeting as a follow-up to an activity the SIS Steering Committee members participated in led by TBD Solutions.
- Amy Peckinpaugh reviewed upcoming discussion of SIS with the certified state peer mentors on February 23. This session will be led by David Taylor.
- Reviewed Regions 1 and 10 do not have state certified peer mentors. Tracy Vincent will be available at an upcoming SIS Steering Committee meeting for further discussion. MDHHS bulletin issued on November 30, 2016 was shared regarding Peer Mentor Training through email with SIS Steering Committee members.

- Group members discussed SIS-C (SIS for children). MDHHS is not currently exploring this assessment at this time.

Next Steps:
- Continue review of SIS Determination and Individuals requiring a SIS.
- Begin discussion with TBD Solutions regarding support with SIS.
- Explore dates for new QL Training for 2017.
- Receive updates and reports from Jim Anderson (AJ Boggs) and Jennifer Bohne (MORC-SNAC).
- **Next meeting is February 9, 1-3 p.m. in Lansing.**