# Supports Intensity Scale (SIS) Steering Committee Minutes, January 7, 2016

## Participants:

Region 1-Sally Olson (phone); Region 2-Mary Dumas; Region 3-Paul Duff; Region 5-Todd Lewicki (phone); Region 6-Mary Phillips (phone); Region 7-Jim Kelly (phone); Region 8-Rachel Densmore (phone): Region 9-Lori Baumgart (phone); Region 10-Jim Johnson; DDI-Angela Martin; MORC/SNAC-Jennifer Bohne; MDHHS-Belinda Hawks and Amy Peckinpaugh

Absent:  Region 4-Ellie DeLeon; Oakland County-David Taylor

Guests:  MDHHS-Jackie Sprout, TBD Solutions-Josh Hagedorn and Laura Vredeveld, AJBoggs & Company-Jim Anderson and Matt Rigdon

## Meeting Minutes and Action Items:

- Reviewed minutes from the November 7, 2015 meeting
- Jennifer Bohne from MORC reviewed the upcoming SIS Advanced Quality Lead Trainings (January 12, February 22, and March 29) which are for the current Quality Leads, and potential Quality Leads The following regions identified candidates who will attend the trainings:
    - Region 1 Northcare Network:  **Sally Olson**
    - Region 2 Northern Michigan Regional Entity:  **Grace Olson**
    - Region 3 Lakeshore Regional Entity:  **Lisa Burlingame**
    - Region 4 Southwest Michigan Behavioral Health:  **Chase Grounds** - received confirmation through email
    - Region 5 Mid-State Health Network:  **Kristin Heltzel**
    - Region 6 CMH Partnership of Southeast Michigan:  **Lynda Wood**
    - Region 7 Detroit Wayne Mental Health Authority:  **Ralynda Moore**
    - Region 8 Oakland County CMH Authority:  Metro-region collaboration with OCCMHA and MCCMH; will send candidate from Region 8 starting with the February 22 training
    - Region 9 Macomb County CMH Services:  **Janet Folkins** (metro-region collaboration with OCCMHA and MCCMH)
    - Region 10 Region 10 Prepaid Inpatient Health Plan:  In the process of assigning; request to identify candidate(s) by COB Friday, January 8 via email to MDHHS

- Issues and concerns from advocates:
    - Group discussed that individuals and families can reach out to the Quality Lead and/or the supports coordination supervisor should additional clarification be needed regarding explaining the SIS report
    - Request made to link the AAIDD website referencing SIS training to the MDHHS website
    - Request made to provide highlights to the SIS Implementation Manual as that manual is lengthy

- Data Presentations:
  - CareConnect360 was presented by Jackie Sprout.  Jackie indicated the SIS scores are not in the data warehouse currently.  Meetings are planned in the department to move in this direction.  Issues with CareConnect360 regarding logging in and not a requirement noted.
  - TBD Solutions data options presented by Josh Hagedorn and Laura Vredeveld.  Offered solutions on how to better use SIS data.  Reviewed ways to track data to view if regions are on track to meet their goal of SIS assessments by Sept 2017.  Reviewed variables in the areas of Support Needs, Protection and Advocacy, and Medical and Behavioral. Currently two regions are working with TBD Solutions – Regions 3 and 5.
  - SISOnline and SIS-A presented by Jim Anderson and Matt Rigdon.  Reviewed currently we are using SIS Classic.  During this calendar year AAIDD will move to SIS-A.  Michigan needs to determine when they will be migrating from SIS Classic to SIS-A.  Group discussed Jim Anderson presenting to leadership at the PIHP level to obtain direction on this process.  Group discussed AAIDD supporting the transfer of the data from SIS Classic to SIS-A.

- Group reviewed process for quality assurance documentation (IRQR, certificates, PDR, etc.) from the quality leads.  Current plan is to have the quality lead submit to MORC/SNAC.  This process will be discussed at the next SIS Steering Committee for additional feedback.

**Next Steps:**
- Doodle poll will be sent for the next meeting which will occur during the week of Feb 29 - March 4
- Amy to coordinate Jim Anderson meeting with PIHP Leadership to present SIS-A
- SIS Steering Committee Members to explore input from leadership at their PIHP regarding valid/invalid assessments and discuss SIS-A
- SIS Steering Committee Members to continue to share information with their leadership and CMHSPs in their regions

**Future Discussion:**
- Quality Leads for the regions and the training process
- Quality Assurance process
- TA for Support Coordinators regarding using the SIS in the PCP process