

 **HCBS Team Meeting Minutes**

 **DATE:** Friday, March 3, 2017

 **TIME:** 12:30 PM - 1:30 PM

 **LOCATION:** DHMH-Balt CR 201 Bldg-222B

**AGENDA DETAILS**

**1. STP Grammatical and Formatting Edits**

1. Revision of the plan with updates to include future dates and existing dates as past (i.e inDecember 2016 we will….)
	1. Revise STP grammar and formatting
	2. Update mentions of future dates to reflect events that have already passed/will come up in the future
	3. Pay attention to difference between “public input” and “sharing information”
2. Add public comment meeting dates (see p. 72-73)
	1. We will put in meeting dates as a chart. Also add new meetings like St Peters.
	2. Rhonda will also send in DDA outreach activities.
3. Appendices A-J20
	1. Remove **only** the portion titled “Person Centered Planning Process” Regs (COMAR 10.22.05). 1-9 from each table
	2. Number 1d is missing from each table, is this omission intentional? No.
		1. Update the # column of each Appendix to reflect chronological order

**2. Action Item 1**

1. Public Notice and Comments
	1. Yes, we are adding DDA comments and they go to the same chart as Medicaid comment.
	2. When Maryland was drafting the STP, public comments were put into one chart regardless of Medicaid and DDA. Last month we separated the comments for DDA so the DDA TAT could provide input.

**3. Action Item 3**

1. Adding COMAR links
	1. Where would you like to put the COMAR links in the crosswalk web (i.e to the left of COMAR 10.02.54 or at the bottom of the chart)?
	2. Answer: Look at the examples from CMS. We can put the link next to the COMAR.

**4. Action Item 4**

1. Remove p23 and p58--Would you like us to just remove the column or the entire table?
2. Answer: do not remove these pages. Instead, we need to explain to CMS what we meant. The outcome of the assessment is already in Appendix J. We are just going to inform CMS what we have mentioned in the crosswalk.

**5. Action Item 6 and 6b**

1. Add waiver renewal dates: Create a chart for waiver updates and renewal dates to the separate internal document (Waiver Applications) created. This will be just internal and will not be included in the STP.
2. Separate and add renewal dates

**7. Action Item 7**

1. Removal of the waiver application portion--
2. Answer: remove the chart on page 8. Also remove the Appendices K-Q tied to the chart.

**8. Action Item 11**

1. Narrative about silent and in conflict standards
	1. What is the timeframe?
	2. Answer: For non-compliance rules, there is going to be regulation changes. For rules in conflict, there will be meetings of administration. For silent rules, we are going to send out memos as policy guidance.
	3. DDA/BI/noncompliant deadline to clarify state policy will be 5/5/2017
	4. For silent rules, we will include the expectation date to send out the memo (Middle of May) to show our agreement to remediation.

**Miscellaneous Items**

* Create a chart for Section 3: Public Input and Comment
* Remediation Strategies--move the independent remediation strategies from the waiver descriptions (DDA waivers) to the remediation strategies in the chart
* Remove the bottom of page 31 (DDA Oversight…)
* **Change the language on Page 6: Remove “Waiver applications, State Plan Amendment”**