

External Program Review Committee (EPRC) agenda

Date of meeting: 2-4 p.m. June 7, 2018

DSD liaison: Stacie Enders

Type: Whole committee

Location: Minnesota Department of Human Services, Room 3146, 444 Lafayette Road, St. Paul 55101. Most members of the committee, however, will participate through an online video conference line.

Common acronyms used by the committee

We ask committee members to avoid the use of acronyms. Here are common acronyms:

- RA or Request: DHS form 6810D: Request for Authorization of the Emergency Use of Procedures
- FBA: Functional Behavior Assessment
- PSTP: DHS form 6810: Positive Support Transition Plan
- DHS: Minnesota Department of Human Services
- DSD: Disability Services Division
- EUMR: Emergency Use of Manual Restraint
- BIRF: DHS form 5148: Behavioral Intervention Report Form
- IRP: Interim Review Panel (predecessor to the EPRC)
- CABC: Context, Antecedent, Behavior, Consequence
- PS Manual: DHS form 6810C: Guidelines for Positive Supports in DHS-Licensed Settings
- MDH: Minnesota Department of Health
- CCM: County case manager
- HCBS: Home and community-based services

Topics to discuss

- Technology
 - We will dedicate the first few minutes to addressing any connectivity issues.
- Public comments
 - We encourage public participants to share their thoughts and ask questions about committee activities at the beginning of each meeting. The committee will continue on to the next agenda item when either 1) 30 minutes have passed or 2) when there are no additional comments or questions, whichever comes first.
- General reminder to make the meetings accessible
 - Before speaking, please state your name.
- Presentation about guardianship
- Approval of minutes from May
- Discussion
 - The subcommittees have completed their donuts and are ready to share with the larger group.
 - Will committee members be available to meet on July 5 or should we cancel the meeting?

- Can we get an in-person volunteer for three more meetings?
 - July 5
 - Sept. 6
 - Dec. 6

Thank you to everyone who already signed up!

- [Minn. R. 9544.0130, Subp. 3E](#)
 - The committee may assign the task of researching this topic to a small subgroup.
 - The subgroup cannot make decisions for the committee (such as ruling out feasible options), but it may conduct fact-finding work to bring back options to the larger committee.
 - The larger committee will need to formally assign the scope of the subgroup's work and decide on a date to bring this back to the whole group.
- Subcommittees
 - Each group will provide an update on the work it has recently completed.
- Wrap up
 - What is going well? What should we change? What have we learned?