

External Program Review Committee (EPRC) minutes [DRAFT]

Date of meeting: Oct. 4, 2018

DSD liaison: Stacie Enders

Type: Whole committee

Location: Minnesota Department of Human Services, Room 3146, 444 Lafayette Road, St. Paul 55155. Most members of the committee, however, participated through an online video conference line.

Committee members

In attendance: Amber Maki, Jodi Greenstein, Nichole Kottke, Mary Piggott, Stacy Danov, Stephanie Schaefer, Barbara White, Melanie Eidsmoe

Absent: Dan Baker, Danielle Bishop

Topics discussed

- Public comments
 - There were no public comments at this meeting.
- Approval of minutes from September
 - Vote: Those in favor of approving the meeting minutes from September 2018
 - Stephanie Schaefer: yes
 - Amber Maki: yes
 - Mary Piggott: yes
 - Melanie Eidsmoe: yes
 - Nichole Kottke: yes
 - Barbara White: yes
 - Jodi Greenstein: yes
- The subcommittee that focuses on the emergency use of manual restraint will be sending invites to its meetings.
 - This might help streamline communication.
 - If the subcommittee invites one provider, members would like to make sure all other providers under review are invited.
 - Many people are not aware that open EPRC meetings exist. More public awareness might be helpful.
 - We could make it routine to add to our regular communication a message that we are having meetings and that everyone is invited.
 - Providers could be given the option to participate in part of the closed portion of a meeting if the conversation will be about a specific person or organization.
 - We hope this will promote collaborative working relationships.
 - The subcommittee will review a draft letter at its next meeting.
- The subcommittee that focuses on mechanical restraint mentioned staffing shortages. Committee members who are interested in continuing this conversation have the option to participate in workgroups organized by the Department of Human Services that are already working on this topic.

- The committee supports an update of the positive support transition plan template and all related documents. The Department of Human Services will manage that update, as it involves input from multiple stakeholders. DHS will consult with the committee to gather input for any changes.
- The committee considered suggestions and reviewed data for the committee's 2018 Olmstead report. The content of this discussion will be added to the Olmstead report draft to be reviewed by the committee in November.