

VISITOR'S REGISTER  
HUMAN SERVICES SUB

## **BILL**

## COMMITTEE

DATE February 8, 1983

**SPONSOR** \_\_\_\_\_

NAME	RESIDENCE	REPRESENTING	SUP-	OP-	POSE
Lloyd Muirheid	2825 Herrin Rd.	ODPAC			
John Ladauer		SRS			
Ben Johns		SRS			
Don Wein		OFPP			

IF YOU CARE TO WRITE COMMENTS, ASK SECRETARY FOR LONGER FORM.

WHEN TESTIFYING PLEASE LEAVE PREPARED STATEMENT WITH SECRETARY.

MINUTES OF THE MEETING OF THE JOINT APPROPRIATIONS SUBCOMMITTEE  
ON HUMAN SERVICES  
February 8, 1983

Begin Tape 35 Side one

The meeting was called to order at 7:40 a.m. by Chairman John Shontz. All subcommittee members were present except for Rep. Cal Winslow.

Also present were: Peggy Williams, and Mason Niblack, Fiscal Analyst's Office, Mr. John LaFaver, Director of SRS and Mr. Clyde Muirhead from DDPAC.

DDPAC HEARING

Mr. Clyde Muirhead, Executive Director of the Developmental Disabilities Planning & Advisory Council presented to the committee exhibit 1 and 2 and explained their contents.

The Developmental Disabilities Planning & Advisory Council administers federal funds paid to the State of Montana to strengthen services for people with developmental disabilities through agencies in the various political subdivisions of the state. They also provide a forum for consumer and professional involvement in policy and priority determinations for providing services through state and local, private and public agencies. The council specifies in writing the goals they intend to accomplish each fiscal year and redefines its goals on or before October 1st of each year. A new activity this past year was an attempt to draw together all the state agencies concerning DD people to create a planning forum and schedule meetings four times a year. Hopefully, this group would contribute substantially toward the development of the "three year plan" which is due again for the 1984-86 season.

Under projected fiscal activities, Mr. Muirhead highlighted two that he felt the council was especially interested in: the development of innovative services and models and the conducting of long-range planning.

Page 2 of exhibit 1 highlighted some improvements the council feels they have made in their effectiveness in fiscal year of 1982. It was noted that this past fiscal year was actually the first full year of operation. They achieved an operational savings in federal fiscal year 1982 of \$12,559. They relocated council offices to the SRS building to be closer to the activity and be closer to the agencies providing developmental disability services. They have created the planning forum and have worked with SRS in the facilitation and study of case management.

Their grant program has been streamlined and the council has, for the first time, a master meeting calendar to organize the meeting process efficiently.

Page 4 of exhibit 1 showed a graph which compared the past three fiscal years and the current fiscal year funding as well as the forecast for the next two. (The white bar indicates the grant activity and the striped bar indicates the operational activities. At the top of each bar is the actual cost.) The mandated level for grants is no less than 65% of \$250,000 or \$162,500 and the mandated level for operations is no more than 35% or \$87,500 which became effective 7/1/81.

The final page showed some of the major planning projects in which the staff and council are involved and a chart detailing the relationship between the two staffs. Mr. Muirhead emphasized that, in the past year, they have issued three requests for proposals, one for specialized foster care for children, one for specialized foster care for adults, and one for prevention campaign. They funded two of these. Most recently, the council was involved in the study of the Boulder River Hospital and School and it's future services. At the request of the chairman, they also provided the committee with detailed accounting of their actual expenditures for 1982 and a list of their grants activities.

Peggy Williams of the Fiscal Analyst's office, then pointed out to the committee that 2.3 FTE had been authorized in 1982 and that it had been reduced to 2. The executive has proposed reducing it even further to 1. The LFA has left it at 2 for development of the DDPAC.

In operating expenses, Peggy said that expenses were very similar; the LFA had applied the actual operating expenses whereas the executive had adjusted for the 1 less FTE.

For funding, previously the states received \$250,000 a year federal monies from the DD Services Act. Both the LFA and executive assume that this money will continue for the 1985 biennium. The act does come up for renewal in October and it is uncertain how much Montana will get at this time.

Sen. Story made a MOTION to accept the LFA budget for DDPAC, after brief conversation with Sen. Regan, he withdrew the MOTION. Sen. Regan expressed concern about the possibility of losing some federal funds. She believed there may be some language the committee may wish in the funding bill and some issues they might want to address. She also felt the committee should address the way monies

are being spent. Last biennium the committee had been disappointed with the contracted study and last time around, the committee indicated to them that monies had to be used as a "pass-through" for direct DD services. She wants the same kind of language in this budget and no more studies.

Peggy Williams then read the language that said "within other appropriated funds in item 1 is no more than the \$175,000 for the biennium for the operation of the developmental disabilities policy advisory council. Any federal money received above this amount may be spent only to improve direct client services as recommended by the council and approved by the SRS director." Sen. Regan said she would want this language included.

Mr. Muirhead pointed out to the committee they do have the 1982 grant award schedule and that they might take a closer look and compare it with what they remember from previous sessions.

Mr. Muirhead also stated the limitation language in the Federal Act just quoted above means simply that they cannot use these funds to supplant general fund money. The state must maintain its efforts in funding services.

Sen. Regan asked questions regarding the grants, especially the grant to award travel to direct care staff people, the grant to develop a narrative description and model for transition from special ed to community based programs, and the grant to provide research concerning preschool DD children's education. Mr. Muirhead explained each of these to the committee.

Sen. Regan said she was hoping to see more direct care benefits such as the summer internship program in which clients actually received services and fewer studies of how they would like things to be done. Mr. Muirhead stated that, in 80% of the grants there are services delivered to the DD client.

Sen. Aklestad asked who makes the final determination of where the grants go. He was told that grant proposals are carefully screened by finance commission and planning committee, the final decisions were made by the full council of 22 people.

Chairman Shontz asked if the Council's role was one of advocacy for DD people in the state. Mr. Muirhead felt this was a major role and one expressed in various ways. He would hope to see more real involvement in the planning process and more emphasis towards planning and problem solving.

Minutes of the Meeting of the Joint Appropriations Subcommittee  
on Human Services  
February 8, 1983

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Chairman Shontz asked if it was normal across the country for a council to be directly associated with the agencies delivering service. Mr. Muirhead said it was characteristic; further that the federal law mandates that a state agency administer council money and keep the books. In some instances, the staff director of the council is also the administrator for the services and the tie in is even closer.

No executive action was taken at this time.

The meeting was adjourned at 8 p.m.

Tape 35 Side one to 347



John Shontz, Chairman



Carol Duval, Secretary

BEFORE THE JOINT SUBCOMMITTEE ON HUMAN SERVICES  
REPRESENTATIVE JOHN SHONTZ, PRESIDING

In the matter of 1985 Biennium ) STATEMENT OF THE MONTANA  
Funding for the Montana State ) STATE DEVELOPMENTAL DIS-  
Developmental Disabilities Plan- ) ABILITIES PLANNING AND  
ning and Advisory Council ) ADVISORY COUNCIL

Statement of Purpose:

The Montana Developmental Disabilities Planning and Advisory Council (DDPAC) shall administer federal funds paid to the State of Montana to make a significant contribution toward strengthening services for persons with developmental disabilities through agencies in the various political subdivisions of the State; such funds will be used to supplement and to increase the level of funds that would otherwise be made available for the purposes for which Federal funds are provided and not to supplant such non-Federal funds.

The Council shall provide a forum for consumer and professional involvement in policy and priority determinations and shall provide means for exploring all avenues regarding the provision of services through state and local, private and public agencies. The Council shall specify in writing the goals it intends to accomplish during each fiscal year and shall redefine its goals on or before October 1 of every year. In conjunction with state agencies serving the developmentally disabled, the Council shall develop a State Plan setting forth goals and priority areas which Council-funded projects and services and state agency services shall address during each year. And it shall work to foster and facilitate the integrated planning and coordination of services capacities of all state developmental disability agencies for periods of 4 - 8 years in advance of existing programs.

Projected Fiscal Activity, 1983-85:

Projected expenditures in Grants over the next three years will be directed at Council's Plan Year Goals, which should remain, essentially, consistent for that period of time. These goals are:

- I. The development of innovative services concepts and models, and the demonstration of their advantages in the developmental disabilities system.
- II. Conduct long-range planning and projections for the future need of, and results from, developmental disabilities services.
- III. Conduct activities to mitigate the effects of handicapping conditions on Montana's citizenry and public services.
- IV. Target resources on the movement of developmentally disabled persons in the Developmental Disabilities Service System toward greater independence in both residential and vocational settings.

Expenditures in Operations will be in support of Council planning and administrative functions and of its two staff persons.

Improvements in Council Effectiveness and Staffing - Fiscal Year 1982:

A. Staffing

- Reduction of 2.3 FTE's to 2.0
- Reclassification of the clerical FTE to the Administrative Assistant Level (Grade 9 to Grade 11)
- Operational savings in Federal Fiscal Year '82 of \$12,559; these savings represent a 6% reduction in operating expenses for FFY 82. These unused funds were applied to grant awards.
- Relocation of offices and staff with a corresponding reduction in annual rent and an increase in physical proximity to agencies providing services to the developmentally disabled and with a corresponding reduction in office overhead.

B. Planning

- Initiation of "higher profile" planning activities (e.g. Master Meeting Schedule for Planning Committee; Prioritized Plan-Year Objectives; Interagency Planning Proposal; and Interagency Planning Forum)
- Increased interagency contacts (e.g. DD offender presentations; Community Mental Health Center collaborative survey with MHRSD; Coordination of the Fetal Alcohol Syndrome project with Dept. of HES; Staff participation on the Legislative Action Committee; Facilitation of the Case Management Task Force)

C. Policies and Procedures/Grant Administration

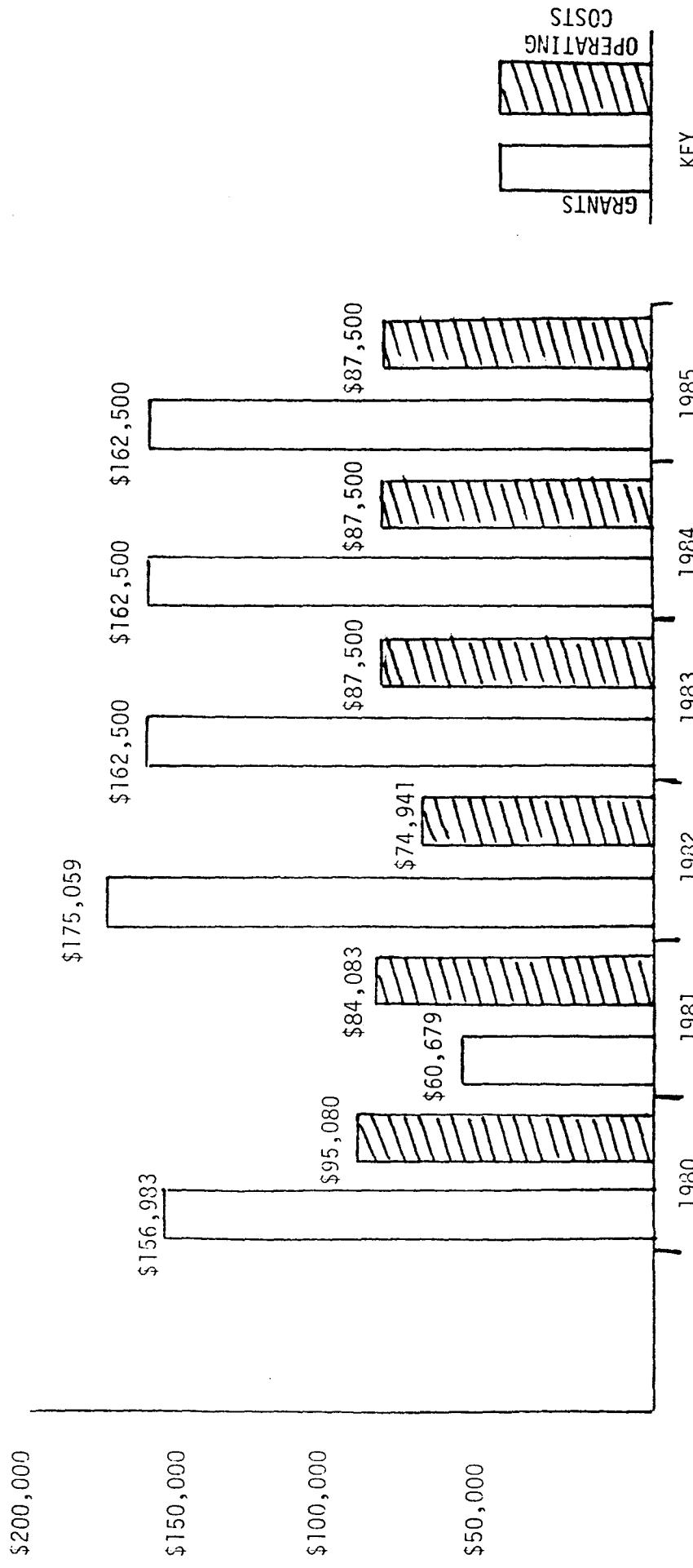
- Formalized procedures and policies for Council and its standing committees (e.g. revamped grant administration process; development of evaluation committee handbook and development of new evaluation tools/forms; increased efficiency in grant-award process; development of time-management tracking system)

D. Meetings

- Field meetings (i.e. out-of-Helena tours and business meetings)
- FFY '83 Master Calendar limits out-of-Helena meetings to two annually with a corresponding reduction in travel and other support costs.

DDPAC: Graph of Mandated Levels of Funding Showing Past (1980-1982), Present (1983) and Future (1984-1985) Spending Activity in GRANTS and OPERATIONS.

(Mandated Level for GRANTS: No Less than 65% of \$250,000 or \$162,500. Mandated Level for OPERATIONS: No More than 35% of \$250,000 or \$87,500. Effective date of Mandate: 7/1/81)



STAFF ACTIVITIES/DUTIES/PROJECTS FOR THE PERIOD: October 18, 1982 – January 26, 1983. (This period was between meetings)

Total Working Days: 69 % of days planning: 50% (34.5 days)  
 % of days special projects: 30% (20.7 days)  
 % of days administration: 20% (13.8 days)

Major Planning Projects:

- \* Interagency Planning Forum
  - Setup; staffing; follow along
  - Meeting: November 10, 1982
- \* SRS Case Management Task Force
  - Staffing and facilitation of meetings
  - Meetings: November 9th and December 17th
  - "Lead" writing
  - Research on out-of-state models
  - Compilation and Charting of Narrative Surveys
- \* Requests for Proposals (RFP's)
  - Specialized Child Foster Care; Specialized Adult Foster Care and Prevention Campaign
  - Data Gathering
  - Drafting
  - Publication and Distribution
  - Staffing for Finance Committee meeting, January 21, 1983

Special Projects:

- \* Governor's Council on Management: Recommendation #140: Decrease Size of Council and Eliminate Staff
  - Drafting, editing, and transmittal of formal, 6-page response
- \* DDD Offender Presentations
  - Research, drafting and editing of presentation material
  - Presentation before the Legislative Corrections Task Force October 29, 1982
  - Presentation before the Montana Judges Conference November 18, 1982

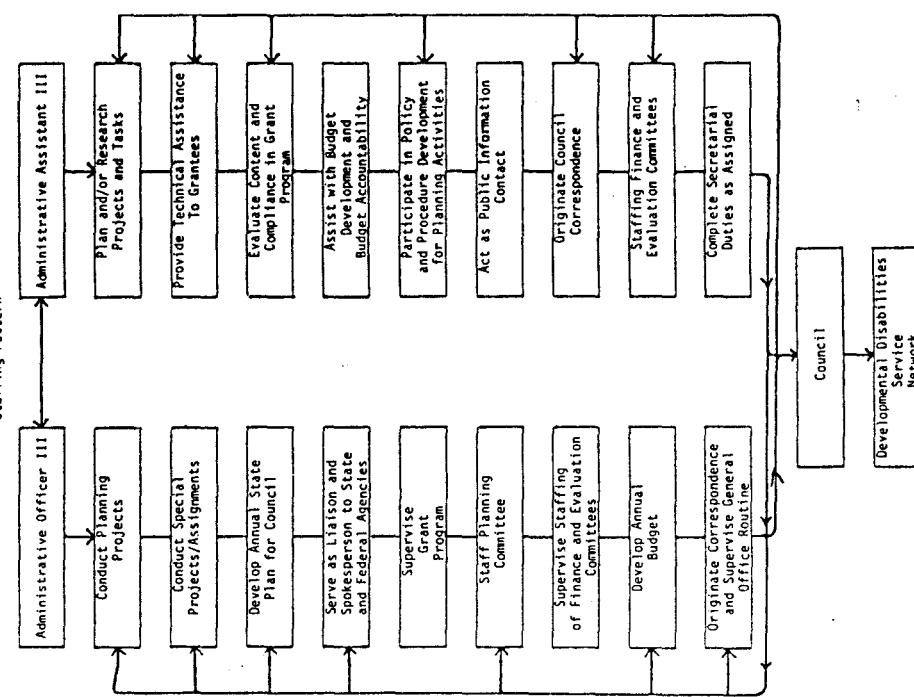
\* Alternative Services Task Force

- Setup, staffing, implementation, report formulation
- Meetings on: Dec. 10, 13; Jan. 5, 7, 14, and 26
- Staff testimony before the Institutions Subcommittee, January 20, 1983

Administrative Routine:

- \* SBAS Management
- \* FFY '82 Grants Management
- \* Monitoring of '83 Session
- \* Committee and Council meetings (setup and staff)
- Evaluation Committee (Jan. 11)
- Full Council (Jan. 27-28)
- \* General Office Management

Developmental Disabilities Planning and Advisory Council:



## DEVELOPMENTAL DISABILITIES PLANNING &amp; ADVISORY COUNCIL

MEMBERSHIP ROSTER  
July 26, 1982

POSITION ON COUNCIL	NAME AND ADDRESS	TELEPHONE NUMBERS	APPOINTMENT ENDING
State Rep.	Verner Bertelsen R.R. #1 Ovando, MT 59854	H: 793-5559	6/30/83
Consumer	H.P. Brown 2733 Fern Drive Great Falls, MT 59404	H: 453-5654	7/1/85
Office of Superintendent of Public Instruction	Ken Card, Assistant Administrator of Special Services Special Education Unit 1300 11th Avenue Helena, MT 59601	B: 449-3693	Term of Director
Psychologist	Bob Crow, Director University of Montana Montana University Affiliated Program Missoula, MT 59801	B: 243-5467	6/30/83
Region II Representative	Joyce Curtis Box 699 Choteau, MT 59422	H: 466-2455	7/1/85
Consumer	Eugene Egan Route #3 Valier, MT 59486	H: 279-3555	7/1/83
Physician	Allen Hartman, MD Box 2555 Billings, MT 59101	H: 252-0931 B: 252-4141	6/30/83
State Rep. Consumer Region III	Gay Holliday Box 316 Roundup, MT 59072	H: 323-2588	6/30/83
Department of Institutions	Jerry Hoover, Administrator Mental Health & Residential Services Division 1539 11th Avenue Helena, MT 59601	B: 449-3694	Term of Director
Region IV Representative	Denise Kagie 2034 Locust Butte, MT 59701	H: 782-0192 B: 723-4243	7/1/85
Consumer	Vonnie Koenig 430 Church Drive Kalispell, MT 59901	H: 755-9370	7/1/87

Council Membership 7/26/82

POSITION ON COUNCIL	NAME AND ADDRESS	TELEPHONE NUMBERS	APPOINTMENT ENDING
Department of SRS	John D. LaFaver Department of SRS 111 Sanders Helena, MT 59601	B: 449-5622	Term of Director
Region V Representative	Florence Lucas 1443 Jackson Street P.O. Box 3443 Missoula, MT 59801	H: 549-3064	7/1/85
Region I Representative	Linda Madson Box 373 Glasgow, MT 59230	H: 228-9336 B: 228-2220	7/1/85
Provider	Ted Maloney 825 Helena Avenue Helena, MT 59601	H: 443-7080 B: 443-7371	7/1/83
Consumer	Gary R. Marbut 310 Montana Building 101 East Broadway Missoula, MT 59801	H: 728-2121 B: 549-3838	7/1/85
State Senator	Joe Mazurek 516 Hayes Avenue Helena, MT 59601	H: 443-6404 B: 442-8560	6/30/83
Department of Health & Environmental Sciences	Sherry Pettit Maternal and Child Health Cogswell Building Helena, MT 59601	B: 449-4740	Term of Director
Consumer	Jill Rohyans 801 Maynard Road Helena, MT 59601	H: 458-9131	6/30/83
Social Worker	Jim Rolando 517 East Front Butte, MT 59701	B: 782-2323	7/1/83
Special Educator	Douglas Schram RR 5239 Great Falls, MT 59401	B: 727-6303 H: 965-3174	6/30/83
State Senator	Peter R. Story Story Ranch Emigrant, MT 59027	H: 333-4341	6/30/83
STAFF:	Clyde Muirheid, Executive Director Mary Faye Boyd	B: 449-3878	
	DDPAC P.O. Box 4210 Helena, MT 59604		