

Louisiana Developmental Disabilities Council  
Self-Determination and Community Inclusion  
October 18, 2023

BROOKE STEWART: It is 1:04 p.m. and I would like to call the meeting to order. Brenton, would you mind doing the roll call.

BRENTON ANDRUS: Sure. Dr. Barovechio. Ms. Basile. Ms. Crane.

CHERI CRAIN: Here.

BRENTON ANDRUS: Ms. Hagan.

JULIE FOSTER HAGAN: Here.

BRENTON ANDRUS: Ms. Hano.

JILL HAGAN: Here.

BRENTON ANDRUS: Ms. Harmon.

ANGELA HARMON: Present.

BRENTON ANDRUS: Ms. Hymel. Mr. Rocca.

TORY ROCCA: Here.

BRENTON ANDRUS: And Ms. Stewart.

BROOKE STEWART: Here.

BRENTON ANDRUS: You have six and that is a quorum.

BROOKE STEWART: Thank you, Brenton. Before we get started I just want to remind you all of a few rules. For attendees please raise your hand to speak and wait to be recognized by the chair before speaking. To help the meeting run smoothly, please keep side conversations to a minimum and comments related to the topic we are discussing. All comments and questions from committee members and public are limited to three minutes so please keep that in mind. Also comments about a person's character will not be allowed.

So everyone should have reviewed the July meeting summary which was attached to the agenda you received via email. There's also a copy in the committee packet. If there are no objections to the summary we can approve the summary by unanimous consent. Are there any objections? Hearing no objections, the July meeting summary is passed by unanimous consent. First on the agenda is an update on noncontractual activities. We have Julie Hagan from OCDD who will share with us updates from the department. Julie, would you like to get us started.

JULIE FOSTER HAGAN: Sure. So I'll just go through the agenda items as requested. The first item is in relation

to our Act 421 children's Medicaid option or our TEFRA update. This is the current information as of September 21st, 2023. We've received 3,368 applications for that program. And then the information you have there, our Medicaid and OCDD team members make up our TEFRA team and they follow through. I think they look at this weekly. They're looking at shifting it to monthly now that we've been in the program for a while. They take a look at the average amount of time things are taking. And then to look at where there's approvals or denials, what are the reasons for those potential denials. As you can see the majority of them are a failure to respond which means we don't get back information to be able to finish that application process. And then there are some who actually withdraw. And the difference there is they just let us know we're no longer interested in pursuing this option. So that's the percentages and the breakdown there. The most current information. Are there any questions about that?

Okay. Then I'll jump to some of our other OCDD major activities. During the July meeting I gave you guys sort of a rundown of all the different pieces of legislation that our office was monitoring. There are two that our office is most involved in. One of those is House Resolution 209 and it asked our department to form a group to study the uncompensated work of support coordination agencies. We have established a workgroup. We've had-- actually it says initial, but we've had two meetings, and we are focused on recommendations. There will be a report that will be finished and sent to the legislature by February that just outlines what some potential options are around those concerns.

We also had House Resolution 200 which asked us to have a study group around looking at alternative assessment tools to inform reimbursement rates for intermediate care facilities. So we have held a meeting with the required partners there and are working on that report as well. The assessment tool, the way that the intermediate care facilities, which can be large group homes or small group homes are paid it's based on the size of the facility and based on the needs of the people. And there's kind of four levels of assistance they need. That's based on a tool called the ICAP. It stands for something. Inventory of something, something. I forget. But it is very old and it's very outdated. The reason why a lot of states like

us still continue to use it is because it's one of the only free assessment tools that actually has validity and reliability and all that. So to replace it has a fiscal cost. But our report will detail what are some other considerations and then what are the potential fiscal impacts tied to that. No one can say that the ICAP is not outdated. Y'all, it still has a rotary phone that people don't, like if you're 20 or maybe even 30, you don't even know what that rotary phone is. But we have said that report will be a recommendation.

I'll go through all of these if that's okay and then I'll be happy to go back and take questions. In terms of this may be one of the last times we have a Covid Appendix X exceptions update. We have done a lot of discussion in this group as we've worked through that. We've now done training for support coordinators, direct support providers and people in self-direction, employers on what we call unwinding of our waiver flexibilities. All of those are recorded and on our OCDD website. Along with the power point presentation that goes along with that. I think I saw a flier that went out either yesterday or today. We are planning another roadshow. We will clear up a couple of things that still seem to be outstanding around post PHE. But we're going to be focusing too on okay, what are we now looking forward to. What are some of the upcoming activities.

I've gotten a lot of calls and requests. We are going to nine regions, and I've had, we intended to have a final, sort of a virtual option as well that inadvertently got left off of the flier. So for those folks we will be adding a virtual option. We know not everybody can come in person. We had not been able to secure a location in the Hammond area. It's just really hard in the Hammond, St. Tammany area to find a place that will hold-- in our last roadshows we had anywhere from 100 to 250 people and so we don't want to have to turn somebody away who shows up. So we've been trying to hold locations that hold 200, 250 people. And for whatsoever reason Hammond and St. Tammany-- well, let me say this. We're looking for free space that will hold that many people and Hammond and St. Tammany don't seem to have much free space that can do that. We didn't want to delay because we wanted to make sure people had as much notice as possible about when those meetings will be, so we got the flier out. So we will be sending an update when

we have that region nine location secured. And as soon as we send that that will also include then the virtual option.

We are also trying to think about it's difficult when you have the virtual option, it's been very difficult for us to figure out when you have anywhere from four to 600 people on the call to navigate questions with questions and answer. We know it's important for people to be able to ask those questions though so we're just trying to, some of the feedback we've gotten is that in the in-person people can go around and ask questions. During the virtual we can't do that. When we try to read the questions we sometimes get the same questions kind of over and over. And then even when I've got folks helping me it's hard to navigate. So we end up spending extra time just trying to read those. We're trying to figure out the most efficient way that we can do that. So during the virtual option people can either come off of mute to be able to ask their question cause that seems easier. So that that way if you have a question, and you have a question, if three people put the same question in the chat that's different than being able to come off of mute. So we are trying to figure that part out and be able to navigate that better when we do have our virtual meeting. And I can't tell you because I really don't understand IT stuff at all. It's how you set up webinars what you can and can't have access to do in the Zooms.

We have also had requests to record them and put them on our website. We are going to do our best to try that. A couple of times we told people we were recording it and would have it on the website. And we had the record button going, we thought it was working, but then it has to convert, and it didn't convert, and we didn't have it. So we are just trying to be careful because we still are trying to navigate some of the technology to make sure we can do what we say we're going to do. But we are trying to, we will try to have a way that we can unmute people to be able to talk and then we will also try to record that so that we can make sure that it's on the website for people who just can't attend even during the virtual timeframe.

You know, I put this on here too. One of the things that we are trying to do and in our last committee meeting somebody talked about education. One of the things that we are trying to do from our state office is to help make sure that we are educating people more and that people do

better understand sort of what our office does, how you access services, what services are available. There's just a lot of misinformation out there. I don't follow the social media accounts, but I know people sometimes screen shot them and send them to me and there's people who just have a lot of questions, you know, about our office, about our services and what we do. So we are trying to come up with-- and we did some with the DD Council. I know that maybe a later topic about the videos that we did. That was sort of a start that will kind of get you to some how-tos for Early Steps and waiver services. But we're also trying to think about short 10-to-15-minute informationals that we can put out there so that if you have questions about what the family flexible fund does or questions about what are the employment services we have that we have a place at least that people can go to find that information. So we're working on that. It's going to take us a while. As I mentioned we are IT challenged in some ways at trying to figure out how to do that. But we are definitely working on those. So as we're doing that we're really preparing for our roadshow. And I'm just curious from you guys is there anything as the DD community that y'all are hearing that you think would be helpful for me or my team to share during the roadshow that would help people better understand? Yes, ma'am.

CHRISTIE GONZALES: I work with high schoolers who are 18 and over and they are not registered with the office, with OCDD yet. If we bring them there would they be able to register and see what services are available? Because otherwise they would not have a way to get there.

JULIE FOSTER HAGAN: To the regional office?

CHRISTIE GONZALES: To the roadshow.

JULIE FOSTER HAGAN: Yes.

CHRISTIE GONZALES: Could we do that?

JULIE FOSTER HAGAN: Uh-huh. Anyone is welcome. The roadshows are open to the general public.

CHRISTIE GONZALES: But that's what I'm saying. Would they be able to register for services at the roadshow?

JULIE FOSTER HAGAN: Oh, no.

CHRISTIE GONZALES: Because they don't have a way to get to the office. You want to let them know what services are available because most of them are not registered.

JULIE FOSTER HAGAN: Well, let me make sure that for each of the regions we have the information. Most of the

regions you would have to go in person for the assessment piece of it. But there are some places that can help with transportation and things like that. But for sure one of the things we'll make sure we do in every region is make sure people know at least what number they can call because there can be some assistance to help them get there. But even if we had an ability to apply, and I can find out if we can do that, but even if they can do that there would still be some in-person component that they would have to do. But I can find that out.

CHRISTIE GONZALES: Thank you so much.

MARY TARVER: I was also thinking about like what to know by age groups. Like I have a 12-year-old. What do I need to know before he turns 18. So kind of like maybe age groups. After you turn 18 what should you be doing. A roadmap for future.

JILL HANO: Don't we have an OCDD flowchart somewhere?

JULIE FOSTER HAGAN: We do. I can recirculate that, but it's not going to necessarily help by age group.

LAUREN WOMACK: I'm a person in self-direct and one thing that I was talking to my coordinator about is about there's discrepancy over if you can put your notes on the EVV or if you should keep paper notes or both. What would be your recommendation and is there really an answer or?

JULIE FOSTER HAGAN: Yeah. So you can put them into electronic visit verification, but Acumen and Morning Sun don't have to keep that long term. So since we have to keep those notes for six years you can put them in there, but then you just have to print them out. And there is the ability to print them out.

LAUREN WOMACK: So those are acceptable?

JULIE FOSTER HAGAN: It is acceptable to put it in there and print it out so that you have that hard copy. Again, we're fortunately still working on trying to come up (inaudible). But there's not a way to archive and keep it so I think that's where the confusion came in because you still have to print them. And we're working on getting that clarification out.

LAUREN WOMACK: Yeah. My direct service worker was asking me like do we have to have the form and that or.

JULIE FOSTER HAGAN: The other thing I learned, and that's one of the modules we're working on now is like when I mentioned the ten to 15 minute. One of those modules is on progress notes. Where do you keep them. What do you

need to do. Because there seems to be a lot of-- and that doesn't have to do with post PHE. There's just a lot of confusion around that. There seems to be a lot of confusion around our restraint policy so we're going to be doing an informational session on that. And recording of critical incidents. All those, again, they weren't tied to what we were talking about with post PHE, but there just seemed to be a lot of questions and confusion. So we're going to make sure we get informationals out so people understand. It's not acceptable to me to just say go read my policy.

LAUREN WOMACK: Right. I saw the videos. Okay.

SPEAKER: I have a question. I notice your dates and times are all during the day. Do y'all have any evening options for parents that work?

JULIE FOSTER HAGAN: We can do that with a virtual. We can maybe do two or three virtual options in the evening. Cause it's hard to do, so it's hard to do those in person because, not because of like our time or anything, because the free locations that we look for usually are only available until five. So like we usually go to libraries and places like that that will kind of allow us to use. I don't really have a budget to be able. And you would be amazed how much these people want to charge just to rent a room for two hours. And so that's why it's harder when we're in person. But by all means we can look at having maybe like a during the day virtual option and evening virtual option. Somebody asked me about a weekend too. May do a Saturday or Sunday morning and see if that works for people on the virtual option.

SPEAKER: Thank you.

BROOKE STEWART: Thank you for those updates, Julie. Do we have any other questions before we move on?

JULIE FOSTER HAGAN: I did have just one more quick section and I'm not going to read all of this to you guys, but I did want to highlight one thing. So the American Rescue Plan Act, those are our different initiatives and really just an update on where we are with those initiatives. One of the things that is not on here that we're working to get approval on, and we're going to, I'm going to ask for information to be pushed out. And these actually are going to be one in the evening and one on a Saturday in early November. We are trying to see if we can use some of our American Rescue Plan Acts as an additional

stipend for families who are willing to foster children with disabilities. What we hear from foster families is that, or what we've heard is that there's some extra costs. Whether that's transportation and gas to get to more doctors' appointments than you might normally see. Or there's just other costs associated. So what we asked is is there a way we could look at potentially an additional stipend. And I don't know whether I will have that yet, but one of the things we worked closely-- DCFS was super excited about that. They're actually doing a recruit, a whole plan around recruitment as well. So we decided, and I don't know if you guys remember Mike Billings. He used to be on the DD Council. But I called Mike too. He happens to foster children with disabilities. And he had a great idea, we really kind of talked through having some focus groups. So if you or anyone you know are interested in-- and again, we'll be getting this flier out within the next couple of days. We really want to have an opportunity during these two meetings, the meetings will be the same content, but DCFS will just kind of give a very high level. Like hey, here's how you even become a foster family and here's some of the things you get as being a foster family. And then OCDD's going to do a brief. So if you're a child with an OCDD statement of approval you are automatically enrolled in Medicaid. You're automatically enrolled in children's choice waiver. It's like here are some things that you can have available to you as a foster parent-- the child will have to be able to support them so that they understand that. And then really focus most of the meeting on we want to hear from either the target is people who currently foster children with disabilities or people who foster but are worried about fostering children with disabilities. And people who don't foster yet but maybe have thought about it. And to really hear from them like what is it that would help you be more comfortable, you know, accepting a child with a disability. And we also want to have, I think the largest area, the largest concern that I have are adolescence with disabilities. They have an extraordinarily difficult time placing kids over the age of 15 with disabilities. Autism and things like that. And so we really want to have some targeted discussion around that too. What DCFS and I want to do is have some takeaways like what can we do in our system to be able to help with recruitment in those areas. So please help us



spread the word far and wide because we want to really focus on hearing from families about how we can address that. Yes, ma'am.

LAUREN WOMACK: And you probably already said this. CASA, Court Appointed Child Advocates.

JULIE FOSTER HAGAN: I don't think so.

LAUREN WOMACK: They're big to be involved. And I think it's Methodist Childrens Group. They're faith based but the charity that they do is not faith based. If that makes any sense. And they help children, they support foster families with children with special needs.

JULIE FOSTER HAGAN: Okay. DCFS may know more about that. We have a meeting tomorrow.

LAUREN WOMACK: Every region has one.

JULIE FOSTER HAGAN: We can definitely make sure they are included as part of the listening session and any follow-up that we would need to do.

BROOKE STEWART: We're going to go to Bambi.

BAMBI POLOTZOLA: So Julie, we also have, do you remember, in 2020 we brought together LDH and tried to bring in DCFS to address this. I think you were on the meeting. So we do have some work that was already done. And like some of the people that we should get to the table. We couldn't get it to take off. You remember that?

JULIE FOSTER HAGAN: Yeah. Do you mind sharing that?

BAMBI POLOTZOLA: Yeah. It's a Google doc. But I'm glad to see it's happening.

SANDRA TRAMEL: My name is Sandra Tramel. I work with Etna Better Health Louisiana. I'm the only intellectual developmental disabilities administrators. So when we had our members that go through DCFS we do have a care advocate team that helps with employment, but usually they're really young. I'm on the call so case managers, region managers. We're trying our best as an MCO to try to help foster kids and with special needs.

JULIE FOSTER HAGAN: Now I can conclude my report unless there's other questions.

BROOKE STEWART: Thank you, Julie. Next on the agenda is Families Helping Families of New Orleans. Brenton, would you like to get us started.

BRENTON ANDRUS: Sure. Moving quicker than I thought. So as a follow-up to our last meeting this is just an update on our Families Helping Families of New Orleans contract. Aisha Johnson, she's the executive director of FHF NOLA and

she was supposed to be joining us today, but she is having some medical issues and wasn't feeling good enough to be here today. But I think she's trying to be here tomorrow. So certainly if you have questions, if she is able to make it tomorrow, I hope you're able to ask her those questions. Really what I'm just going to do is kind of I guess just give you an overview of the information you have here and I'm hoping you were able to review this prior to the meeting because I'm not going to go and read her quarterly report. I'm not going to read to y'all the policies that she submitted.

But as far as the status of their contract. So last meeting the council had voted to use that additional-- so our centers get an additional 56,000 and some change is how it breaks down. After the legislature had appointed that additional 500,000-dollars. So we had a total of a million in our state general fund that goes to all of our FHF centers, and it's split nine ways with all the ones we contract with. So the additional funding that that center would receive, the council wanted that money to go towards paying down debits that the center may have and then the rest of the funding would be used for their contractual obligations.

And as mentioned at the last council meeting we didn't think we could do that, but we did get word from our legal department that you indeed cannot do that. That is not an appropriate use of state general funds to give them to pay down any sort of debits. So the executive committee met again in August and basically just said that money, that additional 56,000 and some change would be removed from that center. They would receive half the funding what they were intended to receive, and the other half would be split with the other centers and then they would have these probationary requirements. Which that part of the motion that was put forth through this committee and through the council last council meeting has stayed pretty much the same.

So included in your packet there is a summary. I think the top it says summary introduction. That is basically a summary page that Ms. Johnson put together for you guys that that basically just says this is kind of what we've done over the last quarter to help address the concerns that were in audit and the concerns that the council had. Behind that is probationary requirements. And so that is

just the information that we pulled out of the contract with that center. That will tell you these are the additional things that they have to do. They're still required to do the other things that we always talk to you about during all of our meetings about the amount of outreaches they need to do and the trainings and things like that. But these are the additional requirements that they'll have to do through this year.

And then behind that information is just additional information that Ms. Johnson provided. Gives you information about the different policies or procedures that they have implemented which were also in probationary requirements. And so based on that they did provide the financial reconciliations revenue recognition policy that they were developing. They did create a policy for employee receivables. And currently there are no outstanding debts owed to the center by any employees. There was a concern about the payroll taxes for an employee that was a not paid. It's my understanding and it's states it in there, but basically that employee was miscoded as a vendor and so follow up with the IRS, that employee has created a plan with the IRS directly to repay back those funds. But because they were a vendor this is not going to impact their center in any sort of way. There's no penalties that the center is responsible for. Those taxes that weren't paid the center is not responsible for directly. The employee will directly be responsible for those payments.

They also provided their updated records. Retention policy. They did provide documentation about the finance committee's responsibilities. That was one of the committees that their board established just so they could have more oversight of the finances. I am not certain if they have met one of the requirements of the probation stipulations here is not only to provide us information about that committee, but also send those meeting minutes. I don't have any minutes from those particular meetings so I'm not certain if that committee has met yet or not.

At the last meeting, let's see. And also in your packet you have details about the actions that the board took to address the audit findings and additional information in there about how they plan on staying on top of those audit requirements. They provided you with information for the executive director and the assistant

director. Kind of what holds them accountable for management, efficient management and making sure that their evaluations are done and how they hold them accountable for their work.

What is not included in your packet is a bank reconciliation statement. They did submit that. They sent us one for September that basically showed a positive cash flow, so they did not spend more than they took in last month. I did not provide that information because there is some personal information on there specific about, you know, what personnel is making what and I didn't think that was to be put out in there in public record. But that is something they need to submit to us monthly. We just make sure that they have that positive cash flow, and it details kind of what expenses they have, what their payroll is, what they've taken in from their different contracts.

The other thing, some of you were on the email, but not all council members, but some of you were. There was an email back in September that Ms. Johnson sent. And so she did tender her resignation. She does plan on resigning I believe at the end of December. So December 31st will be her last day at Families Helping Families New Orleans. I am not certain if they have selected an interim yet. I know that that is their goal. That they're in the process of searching for someone now. They haven't found anyone yet. But I don't know if they have someone in mind yet or not.

Let's see. The other thing, there was a leadership assessment that we had in there that we wanted done by January 31st. That has not been completed yet. They still have time to do that. I know Ms. Johnson mentioned they were having some difficulty finding someone especially that was affordable to be able to do that assessment. But I know they're working on that. We talked about a few different entities you could possibly reach out to see if there's some options there. And I think that's it. Honestly, outside of the documents that I've given you I don't know that I can answer questions. But it's certainly up for you to discuss. I can try to answer. I'll tell you no if I don't know the answer. I can answer from our point of view contractually related but not necessarily what they're working on. I think that's everything. Anyone else have questions?

MARY TARVER: When I was looking over the requirements

the first one was the quarterly report by the 10th of October, January, April and July. Did you get the report that was due October the 10th from them?

BRENTON ANDRUS: Yes. That's what this summary is. It's basically just a detail of what they've worked on over this time period. Full disclosure, I did not get it by the 10th. I got it shortly thereafter. I think there was a misunderstanding that this report had to come to us. But we do have it. That's what this is. It's not a report that we generated or created. It's simply just a summary more so for your benefit so you know everything that they've worked on and then they can provide that scoring documentation afterwards of those policies and procedures. I suspect at future meetings you won't have as much supporting documentation because they have already provided these policies and such. Probably more so just have that summary document that talks about what they're doing to stay on top of these things. And we probably will have to figure out what this will look like come January when there's new leadership.

JILL HANO: Okay. So what is the technical difference between the motion this committee made in July and then the motion that the executive committee made in August?

BRENTON ANDRUS: I think the only big difference was the stipulation of using some of that funding to pay down the debits. And then everything else was pretty much the same.

JILL HANO: Okay. Because LDH said we cannot do that.

BRENTON ANDRUS: Correct. The legal department.

JILL HANO: All right. Thank you so much.

BRENTON ANDRUS: Yeah. And so the motion outside of that stayed the same, took away that condition of using money to pay debits and just took the money away. And so with that extra money we'll just disperse that amongst all the other centers that we contract with. And that would be for this year. Certainly if we're confident next year that issues had been addressed then they would receive their funding again. And I do know, I forgot to mention this, I do know Ms. Johnson has been working on a binder of sorts of just kind of to help with that transition process for whoever's going to be the new interim. Because she was given some clarity on things that our expectations from the contact so she can make sure that new person will know dates and timeframes and information that needs to

come to us.

BROOKE STEWART: Okay. Thank you, Brenton. Now we will move onto our contractual activities. Hannah, will you start us off with Partners in Policymaking videos and youth leadership.

HANNAH JENKINS: Yes. So Partners in Policymaking this last quarter they started recruiting for the 2024 class. We got 38 applications in and it's probably not in the status report update, but the selection committee met last week. They selected 25 applicants for next year's class and five alternates. But 38 applications was great. A great problem to have. Encourage people to reapply next year. And there's a lot of information in your status report about what boards and commissions and what the graduates are doing. But I will say two of our graduates from this year have applied for the council and have been recommended so y'all will be talking about them tomorrow. But other than that I don't know if you want me to go through every single one of those. Probably not. But I would be happy to if y'all just love listening to me.

JILL HANO: How many graduates are on the council?

HANNAH JENKINS: Currently? Five. And hopefully more to come.

JILL HANO: Yes, ma'am.

JULIE FOSTER HAGAN: And one I know is anxiously awaiting an answer. He ask me every time he sees me.

HANNAH JENKINS: So that's Partners. The class starts in January.

SPEAKER: How many applicants?

HANNAH JENKINS: Thirty-eight. And 25 were selected.

CHRISTIE GONZALES: Is that a normal amount or usually received? Just asking.

EBONY HAVEN: Like last year we did not have 30. We had a hard time even getting 25. And then we only ended up with 13 of the maybe 18 that started.

HANNAH JENKINS: I think it ended up being 12. We had one last minute.

BRENTON ANDRUS: It's been a little lower the last few years. But it hasn't been traditionally low.

JILL HANO: (Inaudible).

HANNAH JENKINS: Any other questions about Partners?

SPEAKER: What do you think brought about the change besides Covid being a, you know, causing the numbers to decline? What do you think brought about this change in

increasing numbers?

HANNAH JENKINS: I think this was our first year back since Covid and fully in person, so I think that played a big role that these applicants were able to then go. They were very excited, loved it being in person. I think there was a lot more promotion from our graduates this year and our coordinator--.

BRENTON ANDRUS: Really good at outreaching.

HANNAH JENKINS: We had a lot from her region. A lot from her region.

EBONY HAVEN: She's very passionate about Partners because she's a graduate. She was very passionate about bringing it back to where it was, and she put in a lot of hard work.

HANNAH JENKINS: Yeah. She was amazing. Great hire. Anyone else before I keep talking some more? As far as the video and visuals this last quarter we were with O'Neil Communications. They changed their name to 23 East. But they completed six new videos for the fully included video series on supported decision making, Early Steps, IEP, TEFRA, waiver services and LRS. Those are all on the website, the council's YouTube. And we have a plan to get them all pushed out via social media as well. Each of those also have info graphics that were made for them that will be pushed out via social media. Facebook and Twitter. Any questions on those? All right.

Moving right along. The Youth Leadership Forum. Last quarter they actually had the first Youth Leadership Quorum. I don't know how much they talked about it during the July meeting because it happened the week before the July meeting. I figured y'all probably talked about it a lot even though it wasn't part of the quarter.

JILL HANO: Y'all did all these videos this quarter?

HANNAH JENKINS: The last couple quarters they've been working towards them. So if you notice in July, and I believe in April as well, there weren't any videos pushed. It was all the leg work in advance. So now we're actually getting the product which has come out this quarter.

EBONY HAVEN: I mean with legislative session being like the budget being cut and we were waiting to see what the governor was going to do with that things just got kind of pushed back.

HANNAH JENKINS: But yeah, the Youth Leadership Forum, they had it here in 2023 in July. They had 11 delegates

that started and completed the program. We met afterward, had a debriefing session to just kind of get ready for next year. So Lillian and the rest of the crew had all been just getting ready for next year. Their goal is to have 14 delegates and have a couple other things they're going to be doing to make sure that it's just one step greater next year.

CHRISTIE GONZALES: Will it be at the same place, or will it be somewhere different?

HANNAH JENKINS: They're looking into that.

NICOLE FLORES: Public comment. Nicole Flores. We're the fiscal agent for YLF. We're actually doing tours, October 30th we're going to tour UL again. And we're also doing tours and looking into spaces for the alumni event and for the staff of training and get together for YLF next year.

JILL HANO: Different dorm rooms.

NICOLE FLORES: There's only so much we can do with a college dorm.

SPEAKER: Put the air mattress on top of the air mattress and you'll feel better.

JILL HANO: Those dorm beds. (Inaudible) was telling me oh, yeah, I remember in college. Like no, you weren't 40 trying to sleep on the dorm bed.

EBONY HAVEN: I know Renoda asked will council members be able to help with the planning, Nicole? Are y'all still having open meetings as far as the planning and getting advice?

NICOLE FLORES: Not yet because we're trying to get the place first and once we get that we'll have more information. But we do have more time to plan it this year and not just the six months, so we have more breathing room.

EBONY HAVEN: Yeah. I guess whenever you guys do open the planning can you share it with us so we can make sure the council members are aware. Thanks.

BROOKE STEWART: Jill, do you have anything else?

JILL HANO: I know that some of our delegates were interested in being staff. What is our plan to get that ball rolling?

NICOLE FLORES: For that we're going to start looking at applications again. We actually have-- I don't have the calendar with me because it still hasn't been set. We're looking at places right now. We're always doing the outreach but looking at the recruitment piece starting in



the new calendar year.

JILL HANO: And then will old staff have to apply again?

NICOLE FLORES: Everybody will have to put in an application just to get all of the background checks and everything to go through the process.

JILL HANO: Okay.

HANNAH JENKINS: Any other questions for me or Nicole? All right. Well, that's it for me.

BROOKE STEWART: Thank you, Hannah. We'll now move onto Rekeesha. Will you give us an update on LaCAN, Families Helping Families and supported decision making.

REKEESHA BRANCH: Yes, ma'am. So LaCAN as of September 2023 LaCAN has met over 6,733 (inaudible) registered for the council and LaCAN list serve to receive information and action alerts related to home and community-based services, employment, education and early intervention. Last fiscal year they had 16 action alerts with 2,266 actions taken, nine yellow shirt days with 134 in attendance and 24 testimonies provided. LaCAN leaders supported members in 84 formal legislative visits of which 49 were key committee members to discuss this year's advocacy agenda. They continue to host two LaCAN leader conference calls per month to discuss updates and current concerns and issues to develop strategies to better educate, support and lead LaCAN members.

Last quarterly meeting we discussed having a new LaCAN leader for region nine. Since then she has started so all positions are filled. Our summer leader training for LaCAN was held on August 24th and that was to discuss strategies to recruit, engage and teach new members. The leaders also discussed things that can be done during the legislative off session. Since July 1st, 2023, there have been a total of 20 community input member meetings conducted by LaCAN leaders and FHF directors with a total of 216 individuals in attendance to discuss concerns and ideas for the 2024 legislative advocacy agenda. LaCAN leaders and FHF directors participated in the 2024 legislative kickoff that was on September 21st of 2023. Advocacy leaders discussed, prioritized and rated a total of 83 concerns for the 2024 legislative advocacy agenda. Any questions, comments or concerns? All right.

So I'll move over to FHF or Families Helping Families. Last fiscal year the centers assisted a total of 19,768 individuals with disabilities and families with

information, referral and peer to peer and other supports. There have been over 42,535 units of information and referrals completed with 371 trainings conducted with a total of 8,093 individuals in attendance. Centers have also conducted 403 outreach activities to hospitals, pediatricians, school districts, applied behavior analyst clinics and physical therapy clinics.

In your package you got a yearend report. Listed in the yearend report kind of gave you information about the 483 surveys that were completed. Ninety-eight percent of those surveys show the individuals and family members were satisfied with the services received. And it also documented that seven out of the nine regions met or exceeded our deliverables. The two regions that did not meet the deliverables. The first one was Families Helping Families of New Orleans. They were unable to meet the deliverable of the 504-rehabilitation act training and complete at least 25 outreaches. According to their action plan the director has implemented a deliverable tracking system to ensure deliverables are met in the future. Each deliverable is marked on a board and a check is placed by the completed deliverable when the paperwork and supported documentation is turned in.

And for Bayou Land Families Helping Families the guide shows that they were unable to meet the deliverable for provided information and referrals to individuals in need. However, there are other reports that shows the deliverable was, in fact, met. During that--well, during the fiscal year the center changed their data recording system to a new system, and they were failing to report the information accurately. So the director immediately got on top of things and got that issue resolved. So moving forward there should not be an issue with that. And you also had in your packet the first quarter performance data. Please keep in mind with that data that all information was not recorded at the time the paperwork was completed for you guys. But all regions are on track to meet their deliverable for this upcoming fiscal year. And that's it for Families Helping Families. Any questions?

BROOKE STEWART: I have one question.

REKEESHA BRANCH: Yes, ma'am.

BROOKE STEWART: I was just wondering about the deliverables. I'm just worried with it being like manually-- I'm assuming it's like an Expo marker, a

checkmark on the board to manage the contractual agreement. Maybe it should be like..

CHRISTIE GONZALES: Like maybe something computer.

BROOKE STEWART: Yeah. That's like my only concern with that.

REKEESHA BRANCH: I can definitely let them know about your recommendation.

LAUREN WOMACK: Is anybody concerned about NOLA?

REKEESHA BRANCH: Well, they didn't turn in their information by the time this report was created. So since then it has been submitted. It's just the report (inaudible).

MARY TARVER: So the center satisfaction survey data, is that them calling somebody and asking them questions over the phone or that's something they send out and receive?

REKEESHA BRANCH: That's something that they send out and receive, or a training or something like that. But actually what we, those went out to our, we did in-person auditing. And when we went out we did random calls to complete, and they were all really good as far as all of the families were satisfied with the services that they received. Actually, for most of the regions we did three and four. In New Orleans we did five satisfaction surveys, well surveys.

BROOKE STEWART: Okay. Thank you, Rekeesha.

REKEESHA BRANCH: All right. The last thing I have for the decision making as of September 2023 there were nine trainings that have occurred with a total of 180 participants. Their mentoring program, they have eight self-advocates being mentored through the supported decision-making process. And seven are self-advocates that have completed the supported decision-making process but they're still being monitoring. Any questions about that? All right. Thank you, guys.

BROOKE STEWART: Now Brenton, will you give us an update on the remaining initiative.

BRENTON ANDRUS: Okay. So your next or your last two initiatives were the first responder pilot. That is activity 2.2.1. So we contracted with Interaction Advisory Group. And so this is a training that is targeting our first responders. So that's law enforcement, fire fighters, EMTs or emergency medical technicians, or similar professions. And the idea is to

get them trained on proper protocols and procedures and interacting with individuals with disabilities. During this past quarter IEG spent a lot of time really connecting with agencies across the state because we are renewing this initiative beginning October 1. So they spent a lot of time just trying to connect with more departments to see who they would be able to reach and establish those trainings with coming up this fiscal year. They also spent time redesigning their website and so this is going to give them enhanced capabilities to offer different caregiver trainings. We sent something out, I don't remember, I think it was August, September about a masterclass that they did. And it was sort of this program that he could do via his website, and he is the contractor. His name is Dustin. Sorry. Through the website that kind of offers this sort of interactive training that he was able to do with caregivers. So he spent a lot of time revamping that. And then in August we had three trainings at the Jefferson Parish Sheriff's Office training academy. There were 50 deputies trained there. September 26th, that's when that caregiver masterclass was hosted. There were 41 people that attended there. So this past fiscal year we had 465 first responders that were trained. Ninety-one attended the community events that were hosted. And so that's all I have for that particular project. Any questions there?

CHRISTIE GONZALES: I went and talked to our police force, our sheriff, our police person in charge because we have a police and a sheriff and found out they had a CAD system. And what it is it's an alert that if the address is put into a system and the 911 system it alerts the responders that there is a person with a disability or oxygen when they get there. Come to find out it had been instituted for four years in our city and I hadn't even known about it. So what we're doing is the sheriff agency has also instituted it. But we're taking it a bit further with the nonprofit I started with autism and we're printing out the CAD forms, sending it to our parents if they want to fill it out and we'll input it for them. Because that's another way of getting the word out to parents that I have a special needs person living here. Or even if it's just someone on oxygen or need help leaving the premises. You know, not that they don't want to leave, they just can't, need assistance. So that might be something too that they need to get the word out as well.

BRENTON ANDRUS: Got you. Okay.

CHRISTIE GONZALES: Because not many people know. It was up and going for four years and we didn't even know about it.

BRENTON ANDRUS: Yeah.

SPEAKER: What is it called?

CHRISTIE GONZALES: It's called a CAD system.

SPEAKER: Like C-A-D?

BRENTON ANDRUS: Yeah. I can't remember what it's...

CHRISTIE GONZALES: But it's just one piece of paper that the parents fill out. They have an app but it's easier if parents want to do it on their phone they can just fill it out. And that's our next thing to do, just get it to the parents so we can have that uploaded and have more of our special needs population grown.

BRENTON ANDRUS: Yeah. We can bring that up to IEG so when he does his trainings he can mention it to his deputies and EMTs and stuff to encourage communities. Because this coming year, the one we're in now. I was giving you this past quarter. So this quarter is focusing strictly on first responders and not the community events side of things. Because honestly there has not been great turnout to those. We had the 91 in attendance for a community event this past year. Most of them in that one class he did at the end. Try to get the community involved in different events with the sheriff, or the police station, whoever he was working with in that training. We really didn't have great turnouts. We had decent turnout in St. Tammany, but other places there wasn't a lot of turnout and so we opted just to focus on our first responders this year moving forward. But a lot of them that he has worked with in the past have been committed to continuing to try to do those community events just to establish those relationships. So we're hoping that will continue. Questions on that?

The last one is our emergency preparedness and response training. That's activity 2.2.2. So this is with Niagara University. So that's just establishing a training program here. Targeting individuals that have the responsibility of emergency planning, preparedness, response and recovery as it pertains to individuals with developmental disabilities. This past quarter we had trainings that were held in the Houma Thibodaux area on September 25th and 26th. And then Lake Charles September 27th through 28th. I know between the two trainings there

were 32 individuals that attended. There were 15 no-shows, unfortunately. We've always had issues with no-shows. But at least we had-- and I think each class he does probably like 40 to 50 per class. It's really going to depend on the size room he was able to locate. I do know there were 32 that attended between the two trainings. I don't have the breakdown of how many were at each, but if I'm not mistaken Lake Charles did not have a very strong turnout which is unfortunate. But I'll know more about that once I get his final report in to know maybe since the last time we spoke more individuals had turned up for that training. But I know we had some really low registration numbers for Lake Charles at that point in time. But so far we've had at least this past year we've had over hundred attendees at this particular initiative. It is going to start, again, this fiscal year and it takes a few months between each training to kind of get these things organized. So I know he's looking to come back to New Orleans and Baton Rouge probably around like early 2024 so February-ish timeframe. We had really great turnouts in both those areas so I'm hoping the fact that he's coming back to those areas, there hasn't been a demand and a request to come back to those areas for sure. I know we're also going to try to get to the Lafayette area because we have not done that area yet. And that has been somewhat difficult to get the right people on the phone to try to get something going there. But there's been some legwork to try to do that. Hopefully we can get out in that area.

And I know there was a request at one point in time to get out to the Hammond area. That one had not been, I don't want to say not a focus because it is a focus because they want us to go there. But it's also a very easy location to hit the New Orleans or Baton Rouge training. So maybe this year we'll be able to do something specifically in Hammond. We'll have to look at the attendees that we have in the upcoming New Orleans and Baton Rouge trainings to see if we still have the interest in that particular area. But with the exception of Lafayette I think we've pretty much hit all the other areas of the state. So we're going to try again in Lafayette. But look out for information probably in the next few months about the New Orleans and Baton Rouge trainings that are coming back. So it does focus on those individuals that are responsible for emergency planning and that, but anyone is

welcome to attend. There's either a two-day session or a half-day session that you can attend. And it's free. It's no cost to anyone that wants to attend.

LAUREN WOMACK: Who do you need to get in touch with in Lafayette? Is it city officials? Because I work for the city government.

BRENTON ANDRUS: Yeah. I mean, usually he's trying to coordinate with emergency managers from that particular region. I say Lafayette. It may not be Lafayette. Specifically it might happen in New Iberia. Somewhere in that general region. I'm not sure who he has spoken to. I would have to try to get that information. But certainly any contacts that you might have.

LAUREN WOMACK: My boss is community development. One, it's an election right now and there's a runoff so he may want to strike while the iron is hot.

BRENTON ANDRUS: Good point. Yeah. I mean, certainly any connections you have anywhere in the state we can connect them with Dave who is the trainer. One thing that he's been trying to focus on and there's really been not a whole lot of emergency managers in particular that want to attend these trainings. I don't know why. Some of it is kind of we know what we know, we know what we're doing. So I don't know if that is still a barrier. But we have a lot of folks that are involved in emergency planning and preparedness that attend, but those specific managers for a parish, or city, or your particular region have not really shown up and have kind of not wanted to be involved which we found kind of surprising. So that's some work we have to do. Bambi's been to multiple of the trainings.

BAMBI POLOTZOLA: So Acadiana Area Human Service District has a big training room to accommodate. I could let him know.

BRENTON ANDRUS: Yeah. That would be great.

BAMBI POLOTZOLA: When are they planning those trainings?

BRENTON ANDRUS: He hasn't planned anything outside of coming back to New Orleans or Baton Rouge yet.

BAMBI POLOTZOLA: So there's no future ones planned?

BRENTON ANDRUS: Not yet.

BAMBI POLOTZOLA: But they have a contract to do it this fiscal year?

BRENTON ANDRUS: Yeah. Same as last year. Between four and five different trainings statewide. He travels

around oh, gosh like 20 states or so that he does this same initiative so he's constantly on the road. And so he juggles that like what can he work between the schedules and the people that can help him here to get some of the stuff arranged and what he's got going on in other places. Right now he's working on New Orleans, Baton Rouge. Maybe a few months after that he'll knockout two or three more. But that's a good location.

JULIE FOSTER HAGAN: So I know we recently did our emergency preparedness module was focused on providers and case managers and providers who are helping people with disabilities prepare things to do. We actually put it out on Event Bright just because that happened to be a mechanism we use. We had over 800 people enroll from like all-- even from Quam somebody enrolled in all different states.

BRENTON ANDRUS: Was this a virtual one?

JULIE FOSTER HAGAN: Yes.

SPEAKER: Maybe that's why.

BRENTON ANDRUS: When we did virtual ones we had a lot of people attend but the content of this training is more kind of hands-on. It's better suited in person, not a virtual option.

JULIE FOSTER HAGAN: I guess I'm just trying to think I wonder if there's anything we could have learned from that that might help point to how to better do-- I don't know. It sounds like you need outreach to those individual. But I don't know. Cause it's like the need is out there. Unless it's just the in-person is scary.

BRENTON ANDRUS: I don't know. I'm not sure. And then there are some places where we get really great turnout and then some we don't. I think when he went to Shreveport there were four people there. I think Monroe had more, like six. They had a hurricane. It happens up there. And it's more than just hurricanes. We had wildfires this year. So it's all these things. It's not just hurricane specific. But that's what we deal more with down here, so we tend to have a lot more people that want to attend down here.

CHRISTIE GONZALES: Get us from down here.

BRENTON ANDRUS: Exactly. But some of it I think it takes time. Other states that have this particular initiative they've been doing this for a while. We're fairly new to doing this initiative. Other states he's had multiyear contracts with them to make sure that he blankets



the state. And I think word of mouth helps.

JULIE FOSTER HAGAN: I wonder if there would be a way to talk to some of the other states that he's engaged with to find out how did they communicate and do outreach to others for participation.

BRENTON ANDRUS: And I don't think it's, as far as emergency managers, I don't know that it's super unique to us. I think that's the case in some areas. But some states really buy into it. I don't want to mislabel a state. But it is a northern state. I can't remember which one. But their emergency manager is all over this. But down here, not so much. Other folks, yeah, they've been involved. But I don't know what it is. But what I need to do is-- and he has sent me some names in the past and I'll have to get them from him again. And maybe I can share that with some of you if you know any of these people or. I don't want to like throw names out there right now. But there are a lot of associations of emergency managers and stuff here that we tried to connect with, get the information out with their top-level representatives and that is not trickling down. They have not been receptive to a lot of involvement and I'm not sure why.

JULIE FOSTER HAGAN: (Inaudible) in LDH too. We can maybe connect with some of our emergency preparedness (inaudible).

BRENTON ANDRUS: Yeah. That would be great. But it's still doing well. Really good turnouts for the most part. It is not intended to be a very large training session. It's not meant to have 150 people attend. It's meant to be kind of smaller so you can have that time to be able to connect, answer questions. It's a lot of information so he really likes to keep it smaller to have a lot more of that one-on-one conversation with the people that are there. But it's great. If you haven't been I recommend trying to go. And you get a nice thick 12-inch binder afterwards which is great. A lot of stuff that you can reference later and share. And so if you are an emergency manager or if you are in some sort of capacity dealing with that there are some requirements after this training of ultimately making sure that you are implementing some of the things he is talking about. For those of you parents, self-advocates that attend that requirement, there's no requirement for you to do things after the training. It's just for your information. And to know what you can hold

your local officials accountable for. There's a lot of great information. All I got.

BROOKE STEWART: Thank you, Brenton. Do we have any additional questions?

JILL HANO: I have a question but not about these trainings. I have a question about another topic. So what was the timeframe between the Families Helping Families NOLA and the August results and the July meeting? And then when did the ED resign?

BRENTON ANDRUS: If I am not mistaken the audit I think came out in maybe April or something. And I think we found out about it in May. And then we had the July meeting which was the third week of July. And we got an email September 26th, I believe, saying the director would resign. Was planning to resign at the end of the year.

JILL HANO: Okay.

BRENTON ANDRUS: But I do know the audit it came out mid to late spring, somewhere in there, and then we got it after that. And I think it's in your documents, but they are looking to have their next audit I guess come out probably by the end of the year I think is their target date. I know they're in the process, all the centers are in the process of doing their audits again.

JILL HANO: So what is or is there a difference between like y'all's audit that y'all do for every center and then is there a bigger audit or like how does that work?

BRENTON ANDRUS: Yeah. So the audit that we do we go to the centers and our audit is strictly just looking at compliance for our contract. So I will preface that with saying we are not accountants. We are not financial auditors. We are not forensic accountants. So we can't dive into a lot of the details that an auditor does for the legislative audits that these centers do. So ours is more surface level information. We are seeing what you do to meet our contractual deliverables. We look at the relationship of staff with their directors, the director with the board, the board with the director. We call families. If there's problems we call a few more than we usually do. Just random calls. We pull random logs of people that have tried to get services from FHF. And we just call and find out about their experience and how things went. We brainstorm ideas about what's working for them, what's not working, what we see as a problem, what they see are problems. So it's more surface level.

And then we use these audits that really look at the financial side of things to help us know is the center fiscally sound. And there are a lot of variables in there. I mean, you have some centers I think it came up in conversation in July about running on lines of credit and stuff. And, you know, we do have some centers that are sometimes waiting on payments from other places. And so you provided the service. You have to wait to be paid. You might have to dip into a line of credit to help offset not receiving that reimbursement until you get it and then you're able to pay everything back. So there's just a lot of things that we are just not equipped to make judgement calls on that we use these audits, these legislative audit findings to help us kind of get a better idea of what's going on at a center. And they all do them.

JILL HANO: So what made, I think I know, what made the council invest in NOLA?

BRENTON ANDRUS: We look at all the audits and just based on the findings we decided we needed to discuss. There was also, we had already, we talked about this in July, but we had already started asking questions about this audit. We got the email from some concerned parents and that also escalates it because that went out to the executive committee and other funders. And so we were already having those conversations before we got that. But that we needed to have that conversation as well.

But also, I mean, every center you see it in here. They might not achieve a deliverable. There might be this. There might be that. A lot of these things we can handle on our own. It doesn't rise to the level of needing to come here and have this conversation. We just handle our own little corrective action plans. But sometimes whenever we feel like things may be getting a bit out of hand we'll bring it back to the council to have those conversations. Especially whenever we know that there needs to be more than just a corrective action plan. We need some more guidance on how you would like to handle something.

And that does remind me I forgot to mention whenever I gave you the update Ms. Johnson did say the board has reached out to that group of parents or that email that sent their concerns, they reached out multiple times to meet with these individuals and have not received any responses or feedback from them. So they have not received any additional complaints from that group or anyone else. But

they have not been able to meet with that particular group to address their concerns.

SPEAKER: I thought it was anonymous.

BRENTON ANDRUS: It may have been, but I think they did try to have some sort of conversation with them. If you have concerns and you want it addressed they were hoping to get more details to be able to address those concerns. Whether anonymous or not they reached out to try and have that conversation. I can't speak more to it than that. I'm just telling you what I was told.

SPEAKER: How did they reach out if it was an anonymous email?

BRENTON ANDRUS: To that email.

JILL HANO: To me that doesn't add up.

BRENTON ANDRUS: Yeah. It's my understanding they just responded to that email. And until that email we had also not received any concerns in our office.

LAUREN WOMACK: And the only thing on here, and please tell me if I'm wrong, I'm looking at the first quarter performance data for NOLA. They have, you know, the information and referrals and the peer support, but I don't see anything-- oh, she sent it. Okay.

BRENTON ANDRUS: So what we try to do-- well, I can speak to my committees, but that's probably the same for most committees. We try to get you the information at the latest a week before your meeting happens. So nothing you're going to have is going to be completely up to date because we're always getting information. Generally this type of information is due to us by the tenth. The way this meeting falls you generally have to get this information before the tenth so we wouldn't have time to correct that report.

LAUREN WOMACK: Just a little worried.

BROOKE STEWART: And Laura, some of the information is submitted monthly. And the information that you're looking at that has zeros, that's information that's submitted quarterly. That quarterly report has not been submitted yet.

JILL HANO: So the quarter we're looking at is the first quarter and that was from August to-- she's shaking her head no around my peripheral vision.

BRENTON ANDRUS: So the Families Helping Families initiative that we had or that contract gets really interesting because that runs off of a state fiscal year

and by all accounts the council does everything off of federal fiscal year. So in the status report you get information from October, from a federal prospective. From October-- well, you would have gotten the fourth quarter so that would have been July, September, October. July, August, September. The information you're getting here is actually going to be based off of the state federal fiscal, the state fiscal year which is-- it really gets confusing.

JILL HANO: Quarter July.

BRENTON ANDRUS: August, September.

JILL HANO: After July. Thank you.

BRENTON ANDRUS: But that happens to be the first quarter of the state.

CHERI CRAIN: So if you go by the state year it's the first quarter. If it's federal it's the fourth.

JULIE FOSTER HAGAN: For Families Helping Families.

BRENTON ANDRUS: Everything is federal.

JILL HANO: Dealing with 4th quarter data which is July through September.

BRENTON ANDRUS: Correct.

JILL HANO: Okay.

BRENTON ANDRUS: The feds are always behind the state for three months. So it does get a little confusing. But yeah. So we talked about it in that first quarter here, but whenever we put it on the status report for you, since that is all reported from a federal prospective we include federal numbers for FHF in our status report. But we give you more up to date information in the committee whenever we have it. Very confusing. Any other questions?

BROOKE STEWART: Hearing no additional questions we will move onto announcements. Please note after this meeting our Education and Employment Committee will be meeting in this room. Also, tomorrow is the full council meeting which will start at 8:30 a.m. Does anyone on the committee have any announcements to make?

BRENTON ANDRUS: Just to let you know this meeting is ending a little early so at 3:00 the Education and Employment Committee will start.

BROOKE STEWART: If there are no objections we will adjourn by unanimous consent. Any objections? I hereby adjourn the meeting at 2:28 p.m.