

**MEETING ORGANIZER:** Erin Flynn & Clare McFadden

**ATTENDEES:** *State representatives:* Jennifer Perkins; Clare McFadden Jim Euber; Lori Collins; Erin Flynn; Alicia Cooper; Dale Brooks  
*Provider Representatives:* Ed Giroux; Cheryl Thrall; Delaina Norton; Denise Carpenter, Jason Richardson

**LOCATION:** For those attending in person: AHS – WSOC Dogwood 22,  
 For those attending via dial in: +1 (802) 552-8456, 18478647#

**PLEASE READ/REVIEW:** Readiness Inventory: Summary of Common Themes  
 Draft Readiness Plan Template

2:00 – 2:10	WELCOME AND INTRODUCTIONS	ERIN
<b>Description:</b> We'll do a round of introductions and discuss the goals and objectives for today's meeting.		

2:10 – 2:30	ENCOUNTER DATA READINESS INVENTORY: STATUS UPDATE	ALL
<b>Description:</b> We will update the group on how many readiness inventories have been received, and how many are still outstanding. We will discuss common themes that arose in the initial review of inventories that have been received to date and discuss what shared learning opportunities may exist.		

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2:30 – 2:40	MMIS READINESS: STATUS UPDATE	ERIN/ALL
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**Description:** State staff will provide a status update of the work being done to make needed MMIS changes to be ready to receive encounter data and discuss any related questions that may arise.

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2:40 – 3:00	REPORTING ENCOUNTER DATA ON SELF-DIRECTED SERVICES: STATUS UPDATE	JASON/ALL
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**Description:** In addition to agency directed services, Self-Directed services paid through ARIS will need to be reported as \$0 encounter claims to the MMIS. ARIS (Jason) will provide an update on potential options identified to make data flow more automated, and the work group will discuss a plan for soliciting comprehensive feedback from DS providers on the options identified.

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3:00 – 3:30	REVIEW “READINESS PLAN” TEMPLATE	ERIN/ALL
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**Description:** Now that the state has a better idea of the depth and breadth of readiness needs, we will look to use the readiness inventories as a starting point to develop individualized readiness plans. It is important that each agency is able to establish a plan that is both rigorous and feasible. The work group will review a readiness plan template and solicit feedback from work group members on potential improvements to the draft template.

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OUR NEXT MEETING’S DATE: FRIDAY APRIL 19TH 2:00 – 3:30PM

