

## IN-HOME FAMILY SUPPORT STAFF MEETING SUMMARY

**Subject:** July Staff Meeting

**Date:** July 9th, 2025

**Time:** 11:30a—1:30p

### Meeting Review:

Mileage sheets – see attached

Legislative Summary Report – see attached.

### **Individual Reports:**

**RD** – Anxious regarding money for Meet Your Neighbor Day and Fair. Given \$25 out of his monthly money for Meet Your Neighbor Day. Have asked him to write on calendar when he gets his weekly spending check. Plan on purchasing a ticket for Baha races ahead of time for the fair. He has been doing his cooking goal. Often the extra food prepared is not eaten. He goes to peer's place in Argyle quite often and will bring pizza to share.

He tells staff he has colored on a picture, but doesn't look like more has been done. A staff person from ODC came to Robert's place and cut off the matted hair on the cat. In the meantime, Sheran had sent an \$80 check from her account to pay for a groomer. The cable was shut off and is now back on. Wiktel had been paid monthly but was not the correct amount. Sheran contacted Wiktel and she took care of it. 6/10- F/u with Jeremy H with fasting labs. To use triamcinolone bid on hand, and lotion. Referral to urology. He is on finaseride 5 mg, and tamsulosin 0.4 mg. 7/16/25- Nicole Straus. Robert states he is getting up many times during the night to use the bathroom. He is on 2 meds for urination now. Staff has asked him to write on calendar how many times a night he is getting up. 6/3- foot care clinic and out to eat with peers. Left hand has cuts and is dry, reminders needed to put on ointments. The new 3- wheel bike is working great. Needs prompts to clean house.

- Weekly, Robert will independently prepare a nutritious, main entrée of his choice using a simple recipe.
- Robert will explore a variety of leisure activities he can do at home by monthly choosing a new activity to try.

**TG** – continues to clean areas of home, sometimes before staff arrives and times when staff arrives and needs prompts. She will send pictures via text to staff when she cleans at times. It is harder to clean now that kids are home for the summer break from school.

- Tabitha will complete one housekeeping task in her home to clean and organize
- Tabitha will prepare a healthy food item once a month with staff assistance.

**DH** – Laundry on Mondays and Thursdays, medications every 2 weeks; Deb does well with staff assistance with medications. Eye appointment on June 11<sup>th</sup> to which eyes are stable and no changes. Surgery is coming up on July 30<sup>th</sup> for shoulder replacement. Pre-op on July 16<sup>th</sup> with Dr. Khan. Nuse phone conversation on July 7<sup>th</sup> regarding pre- and post op. of what she needs to and will be able to do or not do and that insurance might not

cover her stay in a nursing home as it is not a “guarantee”. Deb is very anxious and confused about what could happen as she needs a nursing facility. Had dental filling scheduled for July 10<sup>th</sup> but had to cancel as nurse stated no dental work prior to surgery and nothing after surgery for minimum of 3 months. Went shopping in Grand forks and out to eat at ulvers (her favorite place). Been on social outings to Hank’s for a bite to eat and Dairy Queen.

- Once per week Debra will go to the grocery store to purchase her groceries
- Every other week Debra will accurately set up her medications in her pill boxes
- Each month, Debra will participate in socialization/leisure outing of her choice, with staff in the community

**MH** – staff assists in filling her medications every 2 weeks, Melissa tried to do both morning and evening but felt overwhelmed, so staff assists with the AM medications, she does the PM which goes well. Janelle plans to work with Melissa in learning what each of her medications is prescribed for. Melissa started a job 2 days a week at dollar general and really enjoys being able to do this. Appt with the eye doctor on June 17<sup>th</sup> to which new glasses were ordered, sees Keegan her therapist biweekly, will switch to once a month now for July going forward. Attended the MYND parade with staff and other peers, Attended Park River Bible camp. She forgot her insulin needles, so this staff received a call and worked it out for them to be picked up at a local pharmacy. Staff received a call about her blood sugar being low at night and what they could do to assist in keeping them stable without lows. Melissa has been having lower blood sugars in the evening. Melissa likes to cook on Monday’s when staff is there is time allows.

- Weekly, Melissa will set up her medication
- Melissa will complete her daily and weekly cleaning tasks for her CPAP machine

**EJ** – 6/2/25- Saw Jill Smith NP, annual Physical, and establish new patient. Labs done on 5/21. A1C is 6.1, F/u in 6 months. Jill stated hard to determine how much nicotine using, would like him to put on patch consistently. Jill would like update in month on smoking. Hard to determine how much he is smoking, because he gives variety answers. Upcoming appointments are 7/22-Echo, 7/29- pulmonology. He is smoking at least 5 cigs a day. Goal to smoke 5 cigarettes or less a day. He has not been putting on Nicotine patch consistently. Helper is reducing cigarettes to 4 a day and he is not happy about this. 6/11- Megam Weddingfeld, Rural Psych Assoc telemed at the office. No medication changes and F/u in 3 months. He got \$25 for Meet Your Neighbor Day, he ate at the Historical Society. Using the new Med box with lock is working well. The extra lock is in the container with his inhalers.

- Each month, Ernie will choose an outing he would like to participate in that promotes socialization with staff and other individuals and peers in the community.

**AK** – Have not met with in June, have texted her and asked her to wash clothes and dishes weekly. Cleaning company and public health coming to place on 6/3/25. 6/24/25- public health checked the house. She texted photos to the In- Home staff of the cleaning they had done in the house. Staff texted her that if she keeps this up, would not have to meet as much with In-home.

- Twice a month, Amanda will work on unpacking boxed up items in her extra bedroom or cleaning out what is left in her storage unit.
- Twice weekly, Amanda will complete housekeeping tasks in her home

**PK** – Have not worked in June. Meeting on 6/11/25

- Polo will prepare the evening meal for him and his mother twice monthly.

**KL** – June 10<sup>th</sup> – Saw Dawn and then the usual stops. I asked him if he still had the extra \$75.00 he got from MCSS (he had said he put it in his Bible and was saving it for deer hunting). He said he spent it but doesn't remember on what. I made him chocolate chip bars and a hamburger with green beans and potatoes for his supper, per his request as it was his birthday. June 17<sup>th</sup> – Went to TRF for the regular stops. At his home, I cleaned out all the expired food from his fridge. He had not drank any of his Powerade drinks from last week or his milk. I encouraged him to switch up what he drinks during the day. June 23<sup>rd</sup> – Nupdal appt was cancelled again. Rescheduled for Aug 12<sup>th</sup>. June 25<sup>th</sup> – Went to TRF – usual stops. Then Subway for lunch. At his home I cleaned behind his dryer and there was a lot of lint behind it, and around the area. Made pork chops for supper. He did ask for money for new shoes but there was nothing wrong with the ones he had on. July 1<sup>st</sup> - Kevin went to buy cigarettes and was short a dollar with his change. He said 3 times that he didn't buy anything else. I went in and talked to the clerk, and she said he bought a 5 hr drink separately. We talked again on how it can affect his heart, etc. Went to Dollar Tree and Walmart. When driving into his yard on the way back, Kevin said his trailer was really hot over the weekend. I checked the thermostat, and it was set for 74 but it was 84 in the house. Called Pat and she set up the repair for Wed or Thurs. She also told me that Kevin bought several cans of energy drinks after church the last 2 Sundays. I called Katie Benson and left a message for her to call me. We talked the next day and we really couldn't come up with a solution other than to keep reminding him about the health issues. He said he has his family coming out for the 4<sup>th</sup> of July (he called me the Friday before to ask SS for \$50.00 for fireworks, which I picked up that morning). I cleaned a little extra and left a note with a few things for him to do before he had company. July 5<sup>th</sup> – Kevin called to say the a/c was fixed. Called again on Sat to ask if he could buy cigarettes after church on Sunday. (I had told him when he called before that we can buy them on Tues). I told him he can if he wants to but not to buy energy drinks because we'd get them on Tues and he said ok.

- Twice a month, Kevin will assist staff in preparing a meal and/or bake.
- Monthly, Kevin will participate in a community outing, of his choice, that promotes socialization with others.

**MP**- no interaction in June

- Each year, Michael will participate in 12 socialization outings with staff to interact with other individuals/peers in the community

**SP** – participated in MYND parade, went to bible camp in Park River with other peers. At camp she was sent with only one medication out of 3 she is prescribed, and the bottle did not have a label on it. Nick Safranski, Case Manager was contacted and he said he will try to do a home visit this week.

- Each year, Stacy will choose socialization outings she would like to participate with staff to interact with other individuals and peers in the community

**GR** – been cleaning before staff comes; staff checks to see if he has done this as he says he has, and usually he has cleaned what he says. Greg has been keeping up on his laundry and the staff also checks this. Greg has been

in a stable mood with no signs of manic episodes. Participated in MYND parade and enjoyed doing this and wants to be in the warren parade. Decrease in his Quetapine 200 mg was ordered to cut back to 100 mg for 7 days then off. He is now off this medication to see how it goes and report any changes in mood to case worker/guardian.

- Twice a month Greg will remove and wash his bedding
- Greg will clean out his refrigerator every other week
- Greg will participate in socialization outings, interacting with other individuals and peers in the community.

**CS** – June 4<sup>th</sup> – Horse Therapy went ok, but Chris still seemed confused about being there instead of school. After riding for ½ hr, he wanted to get off as he became obsessed with his shoes, and kept throwing them in different places, and would repeat, “I don’t know” in a whiny voice and fake cry. He was quiet when we were driving there or back. June 10<sup>th</sup> – Went to the DQ and Warren Park. He really enjoyed watching the kids swimming and going down the slides. He would not keep his shoes on. June 11<sup>th</sup> – Horse Therapy was postponed until the 12<sup>th</sup>, but then Wendy was sick that day. June 17<sup>th</sup> – My home. Chris was tired and laid down on the couch and watched a movie. He wasn’t interested in doing much else. June 24<sup>th</sup> – My home for a short while where he helped feed the birds and went for a long walk. Then to Warren Park. He kept his shoes on the whole time! June 25<sup>th</sup> – Horse Therapy . Chris was in a good mood and very cooperative. He even led his horse around the arena on a lead rope by himself, with the instructor next to him. July 1<sup>st</sup> – Went to McDonald’s in Crookston. Stopped at the UMC afterwards and looked at the sheep. Then we went to the horse barn as the door was open, but he quickly took his shoes off and was ready to throw them in a stall, so we left. July 2<sup>nd</sup> – Horse Therapy. Chris really enjoyed himself again and had a good time.

- Once monthly, Christopher will participate in an activity that he enjoys in the community

**JS** – asked Jason if he wanted to go again to learn the bus thing, and he shrugged. I asked again when his mom was home and asked if he had looked the brochures over, and he said he thinks he left them in the van. I gave them to his mom to look over. I have not heard anything since.

- Once monthly, Jason will prepare a recipe new to him

**CT** – Continues to fill her medication machine every 2 weeks, she does this on own, and staff checks accuracy. She does very well with this. Continues to work on Mondays at Dollar General. On June 16<sup>th</sup> Charlotte was having a hard time breathing and did not feel well. Staff took to ER, bladder infection and put on antibiotics. Charlotte assisted with root beer floats at the office for MYND and participated in the MYND parade. Attended Park River Bible camp. Charlotte likes to cook on Mondays with housemate when the staff is there, if time allows. 6/10- taken to Dollar General, 6/12- Went to Social Service to get check. Taken to Grand Forks. At Auto Place the receptionist knew her family. Went out to eat at Pizza Ranch. 6/18- Cleaned fridge and taken to Dollar General.

- Weekly, Charlotte will set up medications independently without errors 50% of trials.

**AW** – started Horse therapy on July 1<sup>st</sup>. -Did not do anything in June due to doctor appointments and other personal things with family.

- Ariel will work on a leisure interest of her choice in her home, trying 3 different activities
- Monthly, Ariel will participate in a community outing of her choice

**KW –**

- met this month of June, she took a while to get “organized” as she had just gotten out of bed when staff arrived. She did work on her tie blanket and cut one side and tied, but did not want to work on recipes. She would like to talk to her case worker on a social outing goal; however, staff explained to her that we may not be able to accommodate this.
- Kat will complete one tie blanket in her 6 month review period
- Monthly, Kat will complete one housekeeping or organizational task

**Next Staff Meeting is scheduled for: Wednesday, August 6<sup>th</sup> at 11:30a at the MCGH office.**

**STAFF MEMBERS PRESENT:**

<b>Name:</b>	<b>Position:</b>	<b>Name:</b>	<b>Position:</b>
Kristal Walen	ADM	Liz Anderson	DCC
Cindy Gratzek	PS	Janelle Fick	DCA
Kelsey Grandstrand	CRSS	Mary Kay Stinar	DCS
JoAnn Saunders      exc	LPN		

**Authorized By: Cindy Gratzek, PS**

**Acknowledgement completed in STAR Services.**







## **Standard Component Value and Base Wage Index Adjustments**

Both the standard component value and base wage index adjustments will now be determined by the percentage change in the CPI-U from the date of the previous update to the data available 24 months and one day prior to the scheduled update.

If the result of the update exceeds eight percent, the commissioner shall implement a change to the base wage index and component values of eight percent. If the result of the update is less than eight percent, the commissioner shall implement the full value of the change.

For the adjustment that will go into effect beginning January 1, 2026, the change in the CPI-U will be measured from December 31, 2022 to December 31, 2023. We have calculated that change to be 3.4%, which will apply to base wages for DSPs, RN and LPN, and supervision, as well as the client and programming support, transportation, and program facility cost component values.

- **Effective Date:** January 1, 2026, or upon federal approval, whichever is later
- **Bill Reference:** 2025 First Special Session, HF 4, Article 2, Section 33

## **Individualized Home Supports with Training Service Caps**

Providers must not bill more than three consecutive hours and not more than six total hours per day for individualized home supports with training and individualized home supports with family training. This daily limit does not limit a person's use of other disability waiver services, including individualized home supports, which may be provided on the same day by the same provider providing individualized home supports with training or individualized home supports with family training.

- **Effective Date:** January 1, 2026, or upon federal approval, whichever is later
- **Bill Reference:** 2025 First Special Session, HF 4, Article 2, Section 34

## **Limitations on Rate Exceptions for Residential Services**

New limitations on rate exceptions include:

- The commissioner must restrict rate exceptions to the absence and utilization factor ratio to people temporarily receiving hospital or crisis respite services.
- For rate exceptions related to behavioral needs, the lead agency must include a documented behavioral diagnosis or a determined assessed need for behavioral supports as identified in the person's most recent assessment or reassessment.
- CRS rate exceptions must not include positive support costs.
- The commissioner must not approve rate exception requests related to increased community time or transportation.
- The commissioner must not increase rate exception annual renewals that request an exception to direct care or supervision wages more than the most recently implemented base wage index.

In addition to the restrictions, new documentation requirements for rate exception renewals were also put into law. Those requirements include:

- Payroll records for direct care wages cited in the request
  - Payment records or receipts for other costs cited in the request
  - Documentation of expenses paid that were identified as necessary for the initial rate exception.
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- **Effective Date:** July 1, 2026
  - **Bill Reference:** 2025 First Special Session, HF 4, Article 2, Section 32

