

DISABLED PERSONS PROTECTION COMMISSION

Commissioners' Meeting Minutes

March 1, 2018

Commissioners Present: Honorable James Brett and Kacy Maitland

Staff Present: Nancy A. Alterio, Executive Director, Emil DeRiggi, Deputy Executive Director and Jennifer Edwards-Hawkins, Program Coordinator

Past Commissioners Present: Yndia Lorick-Wilmot, Ph.D., Maurice Medoff and Gail Varrasso

Minutes Recorded By: Jennifer Edwards-Hawkins

Handouts – The following materials were distributed to the Commissioners:

- Commissioners' Agenda of March 1, 2018
- Commissioners' Meeting Minutes of December 14, 2017
- Budget Summary and Narrative Report February 2018
- Executive Director's Narrative Letter of January 30, 2018 to Joint Committee on Ways and Means Regarding FY2019 Budget Exercise
- Joint Committee on Ways and Means FY2019 Budget Hearings Schedule
- Executive Director's Written Testimony of February 12, 2018 to Joint Committee on Ways and Means Regarding FY2019 Budget Appropriation
- DPPC FY2019 Budget Brief
- Response to Senator Barrett Regarding DPPC's Funding Needs and Supplemental Budget Request
- Senate Committee on Ways and Means DPPC's Response to Bill Questions Pertaining to S.2213
- Correction Officers Federated Union Letter of March 2016 Regarding S.81
- DPPC Projected Costs for Abuse Registry
- 2017 Management Performance Evaluation Program – Final Review Stage Implementation
- DPPC Draft Organizational Chart February 28, 2018
- Protect, Report, Preserve Training Announcement
- Hotline Activity Report – January 2018
- Oversight Activity Report – January 2018
- Legal Activity Report – January 2018
- Quarterly Report – October, November, December 2017

The Honorable Chairperson Brett called the meeting to order at 4:30 p.m.

1. Recognition of Departing Commissioner Yndia Lorick-Wilmot

DPPC present and past Commissioners along with staff gathered to recognize and thank Commissioner Yndia Lorick-Wilmot for her five years of impeccable service to the protection of persons with disabilities.

2. Approval of Minutes of Meeting of December 14, 2017

MOTION: To accept the minutes of December 14, 2017 as received motioned by Commissioner Maitland and seconded by Chairman Brett

VOTE: Unanimous to accept the minutes of December 14, 2017 as received

3. Commissioners' 2018 Meeting Schedule

Once additional meetings are scheduled, the Commissioners will be notified and the schedule will be posted accordingly.

4. Administration and Finance

- Monthly Budget Summary and Narrative Report - February 2018: The February Monthly Budget Summary Report along with a narrative was submitted to the Commissioners for their review. DPPC is on budget.
- Joint Committee on Ways and Means Budget Exercise and Hearing
 - Budget Exercise and Narrative: The budget package and Executive Director's narrative was completed and submitted to the Joint Committee on Ways and Means accordingly on January 30, 2018. The narrative highlights DPPC's milestones, caseloads, backlog and maintenance need, along with a request for consideration for additional funding.
 - Hearing Testimony: Executive Director Alterio provided oral and written testimony to the members of the Joint Committee on Ways and Means at the Budget Hearing held on February 13, 2017. The hearing was chaired by Senator Moore who filed S.2213, the Disability Abuse Registry bill. Senator Moore followed up with DPPC Executive Director to inquire about the bill including whether to house the Registry at the DPPC or DDS.
 - Budget Brief: The updated Budget Brief was provided to Commissioners. The Brief highlights DPPC's mandate, workforce, caseloads and needs. The Brief was distributed at the Budget Hearing and emailed to the Joint Committee on Ways and Means.
- FY2019 – Expansion Consideration: Once again Senator Barrett's office reached out to the DPPC to support the agency in securing additional funding to address the backlog and excessive caseloads. As requested, DPPC provided Senator Barrett's office with a budget and narrative to support an additional one million in funding.

5. Legislative Updates

- Senate Bill 2213 – Disability Abuse Registry: Senate Ways and Means reached out to DPPC for input on S.2213. As requested, DPPC completed a questionnaire regarding the bill's purpose, effect on the agency, start-up costs, implementation timeline and the agency's position on the bill. Given the bill will have a significant impact on agency resources, DPPC is looking to receive additional funding. Along with the questionnaire, a proposed budget was submitted to Senate Ways and Means.

- Senate Bill 1159 – Paws: DPPC, as requested, also provided feedback on the Paws bill. If the bill passes, DPPC investigators and other state employees in protective services would be mandated to report animal abuse to local police, MSPCA and/or animal control.
- Senate Bill 52 and House Bill 1958 – DPPC Amendments: Discussion regarding the current status of DPPC’s pending bills, S.52 and H.1958. Although the bill received a favorable vote out of the House and Senate Committees on Children, Families and Persons with Disabilities about six weeks ago, the bills have not made their way to Ways and Means yet.

6. Performance Evaluations Reviewed and Discussed

- FFY17 ACES Final Review Stage: HRD provided instructions on the 2017 Management Performance Evaluation program final review stage and implementation. A copy of the instructions were provided to and reviewed with the Commissioners. As required, manager’s final ratings and expected merit pay distribution was submitted to HRD for approval.
- FY18 EPRS Stage B: Executive Director Alterio reviewed the semi-annual progress reports of her direct reports with the Commissioners. The Commissioners reviewed and signed off on the mid-year ratings as presented.

7. Restructuring

The DPPC has been undergoing significant restructuring to address the ongoing increase in abuse reports, caseload volume, creation of the Sexual Assault Response Unit and the pending retirement of the Deputy Executive Director. As a result of the restructuring, several managers have taken on significant additional assignments and responsibilities. DPPC will be requesting a Job Change of those managers. Accordingly, Job Change Management Questionnaires will be drafted and submitted to HRD for approval.

8. Grants

- ACL: DPPC received notification that an additional ACL grant will be available for APS agencies to apply for in the Spring with funding up to \$500,000 per year for three years. The Executive Director discussed DPPC’s plan to apply for the additional funding to address DPPC’s IT needs and to expand DPPC’s participation with NAMRS by including Case Component Data Specifications.
- MOVA: DPPC applied for an additional MOVA grant (VOCA funds) to expand SARU statewide. Award notifications are expected in late March.
- OVW: EOPSS reached out to DPPC to explore partnering on an OVW grant to address the needs of crime victims with disabilities. After significant thought and discussion with numerous organizations, it was determined the application was not a good fit and therefore DPPC and EOPSS decided not to move forward on submitting a proposal to OVW.

9. Building Partnerships Initiative Updates – Training Schedule

- April 11 – Statewide APS In-service – Shrewsbury: The all-day training, designed for APS staff of DPPC, DDS, DMH and MRC, will be held at UMass Medical School amphitheater in Shrewsbury and include topics such as responding to sexual assault, trauma, the forensic exam versus the forensic interview and law enforcement cases.
- April 12 – PRP – Acushnet: The all-day Protect, Report, Preserve (PRP) training on recognizing, reporting and responding to abuse of persons with disabilities is designed for agency staff providing services to persons with a disability including administrators, supervisors, direct cares staff, trainers and others. The training opens with a team exercise followed by a survivor story and case scenarios. The training addresses recognizing, reporting and responding to abuse. Attendees receive a copy of the training video and abuse manual in the hopes the information is taken back to their respective agencies and shared with other staff.
- May 2 – PRP – Berkshire: The second PRP training will be held at the Crowne Plaza Hotel in Pittsfield on May 2, 2018.

10. Annual, Quarterly and Monthly Reports

The following reports were provided to and reviewed with the Commissioners:

- Hotline Activity Report – January 2018
- Oversight Activity Report – January 2018
- Legal Activity Report – January 2018
- Quarterly Report – October, November, December 2017

11. NAPSA

NAPSA APS Abuse Registry Report: The NAPSA APS Abuse Registry Report will likely be finalized by the Committee by March 2nd and submitted for review and final approval by NAPSA's Executive Board. It is anticipated that the Report will be a helpful resource for states making amendments or creating abuse registries.

12. New Business:

The Commissioners were notified that Executive Director Alterio will be awarded MOVA's Gerald B. Downing Award at the State House on April 9, 2018.

The Honorable Chairman Brett will receive the 2018 Gold Medal Award from the Eire Society of Boston at the Boston Seaport on Saturday, April 7, 2018.

13. Adjournment

MOTION: Commissioner Maitland motioned to adjourn the meeting at 6:15 p.m., Chairman Brett seconded.

VOTE: Unanimous to adjourn the meeting at 6:15 p.m.