

## DHHS I/DD Stakeholder Workgroup Charter

### Purpose

The workgroup is responsible for researching, recommending, and providing support/guidance for future implementation of best or promising practices to meet the needs of Individuals with Intellectual/Developmental Disabilities. This includes reviewing, planning, improving and/or establishing services and supports for this population. This workgroup will be composed of community partners and Subject Matter Experts (SMEs) from DHHS and DPI.

The workgroup will work collaboratively with a shared vision and planning.

### Duration & Time Commitment

The workgroup will meet quarterly for a minimum of 1 hour. The meeting purpose/charter will be reassessed annually in July of each year. Additional meetings may be called as needed.

### Scope

To present evidence-based, evidence informed and promising practices to a group of community stakeholders with the shared interest of supporting the I/DD community in NC. Items presented will include, but not be limited to, Medicaid and state-funded service definitions, waiver updates, I/DD survey data, strategic planning, etc. The workgroup will be responsible for providing valuable feedback with supporting evidence to support the Department in making informed decisions around the I/DD service delivery system in NC.

### Membership

Membership, outside of state staff, will be rotating where members will be asked to serve a one-year period. Membership will be representative of stakeholders from across the state. In the event that a member is no longer able to fulfill their commitment, they will be replaced allowing the replacement to complete the term. Members are able to fulfill two consecutive terms with Workgroup Leads approval. It is to the discretion of the Workgroup Leads to allow more than 1, but no more than 3 members of each position noted below.

Members of the public will be able to attend with the understanding and provide feedback during the public comment period of the meeting.

Position	Agency/Entity/Representation
<b>State Staff</b>	
LEAD: IDD Manager or designee	NC Medicaid
Co-LEAD: IDD Team Lead or designee	DMH/DD/SAS
Developmental Center Program Manager	DSOHF
Executive Director or designee	NCCDD
CAP-C Program Staff	NC Medicaid
CAP-DA Program Staff	NC Medicaid
Chief of Employment Services and Program Development	DVRS
Special Education Representative	DPI

Early Intervention	DPH
Children and Youth Branch	DPH
<b>Members of the Community</b>	
Individuals with Lived IDD experience	Community Member
Family Member of Individual with Lived Experience Receiving Waiver Services	Community Member
Family Member of Individual with Lived Experience Receiving Medicaid ((b)(3), in lieu of services, ICFs, developmental centers) Services	Community Member
Family Member of Individual with Lived Experience Receiving State-funded Services or Not Receiving Services	Community Member
Direct Support Professional	Provider Agency
Provider Agency Representative	Provider Agency-Community Based Provider
Provider Agency Representative	Provider Agency-Employment Provider
Provider Agency Representative	Provider Agency-Residential Provider
LME-MCO Staff	LME-MCO
Staff/Volunteer	Community Agency that Supports Individuals with I/DD
Representative	DRNC

### Workgroup Advisors

<b>Position</b>	<b>Agency/Entity/Representation</b>
Behavioral Health Unit Manager	NC Medicaid
IDD & TBI Section Chief	DMH/DD/SAS
LTSS Unit Manager	NC Medicaid
Assistant Director, Developmental Centers	DSOHF
Assistant General Counsel	DHHS

### Reporting Plan

Final decisions/recommendations will be made by the Workgroup Leads outside of the meeting based on feedback received. Decisions will be brought back to the workgroup for their awareness. Meeting minutes will be maintained and provided to workgroup members and workgroup advisors.