

# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

JAMES S. REINHARD, M.D.  
COMMISSIONER

Post Office Box 1797  
Richmond, Virginia 23218-1797

Telephone (804) 786-3921  
Voice/TDD (804) 371-8977  
[www.dbhds.virginia.gov](http://www.dbhds.virginia.gov)

July 1, 2009

The Honorable Timothy M. Kaine  
Office of the Governor  
PO Box 1475  
Richmond, VA 23218

Dear Governor Kaine:

Item 315.CC.1 of the 2009 *Appropriation Act* requires the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS)<sup>1</sup> to convene a state and community planning team and develop a timeline to transition, beginning in fiscal year 2010, 88 individuals living at Southeastern Virginia Training Center (SEVTC) to community services. The language is outlined below:

*"The state and community planning team, under the direction of the commissioner, shall develop a timeline to appropriately transition 88 state facility consumers beginning in fiscal year 2010 to community services in the locality of their residence prior to admission or the locality of their choice after discharge or to another state facility if individual assessments and service plans have been completed, appropriate community housing is available and consumer choice has been considered. The commissioner shall provide the preliminary plan and timeline to the Governor and the General Assembly by July 1, 2009 and a progress report regarding the plan for resizing and rebuilding the facility by October 1, 2009 and quarterly thereafter until the new facility and community facilities have been constructed and are complete. The final report shall outline the location where patients are discharged and any cost savings associated with the facility resizing and community transition."*

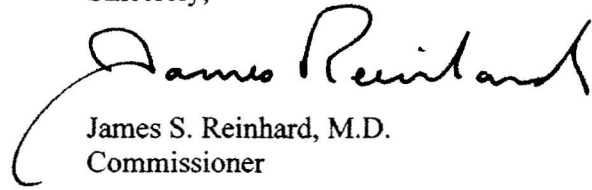
This report outlines the preliminary plan and timeline to downsize SEVTC from its current census of 154 individuals beginning on July 1, 2010.

This fall, DBHDS will be working on a new budget for SEVTC based on 75 beds. The next plan update will be submitted on October 1, 2009. Should you have questions in the interim regarding the progress of this project and/or the estimated timeline, please feel free to contact me at (804) 786-3921.

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<sup>1</sup> Formerly the Department of Mental Health, Mental Retardation, and Substance Abuse Services or DMHMRSAS.

Sincerely,

A handwritten signature in black ink that reads "James Reinhard". The signature is written in a cursive style with a large, sweeping initial "J" that loops under the rest of the name.

James S. Reinhard, M.D.  
Commissioner

CC: Hon. Marilyn B. Tavenner  
Heidi Dix  
Robert D Shrewsberry, Ph.D.  
Ruth Anne Walker



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July 1, 2009

The Honorable Charles J. Colgan, Chair  
Senate Finance Committee  
10th Floor, General Assembly Building  
910 Capitol Street  
Richmond, VA 23219

Dear Senator Colgan:

Item 315.CC.1 of the 2008-2010 Biennial Budget requires the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS)<sup>1</sup> to convene a state and community planning team and develop a timeline to transition, beginning in fiscal year 2010, 88 individuals living at Southeastern Virginia Training Center (SEVTC) to community services. The language is outlined below:

*"The state and community planning team, under the direction of the commissioner, shall develop a timeline to appropriately transition 88 state facility consumers beginning in fiscal year 2010 to community services in the locality of their residence prior to admission or the locality of their choice after discharge or to another state facility if individual assessments and service plans have been completed, appropriate community housing is available and consumer choice has been considered. The commissioner shall provide the preliminary plan and timeline to the Governor and the General Assembly by July 1, 2009 and a progress report regarding the plan for resizing and rebuilding the facility by October 1, 2009 and quarterly thereafter until the new facility and community facilities have been constructed and are complete. The final report shall outline the location where patients are discharged and any cost savings associated with the facility resizing and community transition."*

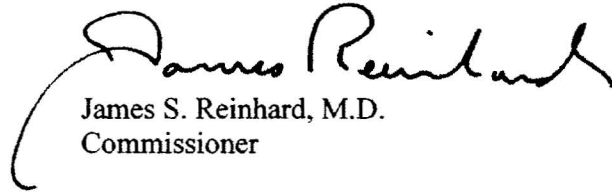
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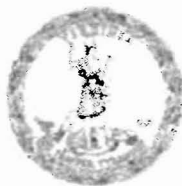
<sup>1</sup>Formerly the Department of Mental Health, Mental Retardation, and Substance Abuse Services or DMHMRSAS.

Sincerely,

A handwritten signature in black ink that reads "James Reinhard". The signature is written in a cursive style with a large, sweeping initial "J".

James S. Reinhard, M.D.  
Commissioner

CC: Hon. Henry L. Marsh III  
Hon. R. Edward Houck  
Bill Echelberger  
Joe Flores  
Heidi Dix  
Robert D Shrewsberry, Ph.D.  
Ruth Anne Walker



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July 1, 2009

The Honorable Lacey E. Putney  
Chairman, House Appropriations Committee  
PO Box 406  
Richmond, VA 23218

Dear Delegate Putney:

Item 315.CC.1 of the 2009 *Appropriation Act* requires the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS)<sup>1</sup> to convene a state and community planning team and develop a timeline to transition, beginning in fiscal year 2010, 88 individuals living at Southeastern Virginia Training Center (SEVTC) to community services. The language is outlined below:

*"The state and community planning team, under the direction of the commissioner, shall develop a timeline to appropriately transition 88 state facility consumers beginning in fiscal year 2010 to community services in the locality of their residence prior to admission or the locality of their choice after discharge or to another state facility if individual assessments and service plans have been completed, appropriate community housing is available and consumer choice has been considered. The commissioner shall provide the preliminary plan and timeline to the Governor and the General Assembly by July 1, 2009 and a progress report regarding the plan for resizing and rebuilding the facility by October 1, 2009 and quarterly thereafter until the new facility and community facilities have been constructed and are complete. The final report shall outline the location where patients are discharged and any cost savings associated with the facility resizing and community transition."*

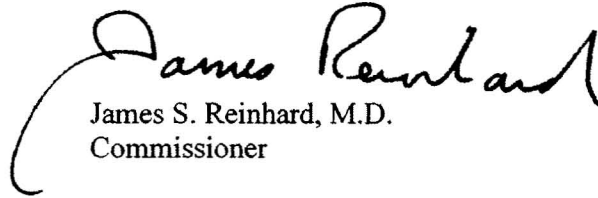
This report outlines the preliminary plan and timeline to downsize SEVTC from its current census of 154 individuals beginning on July 1, 2010.

This fall, DBHDS will be working on a new budget for SEVTC based on 75 beds. The next plan update will be submitted on October 1, 2009. Should you have questions in the interim regarding the progress of this project and/or the estimated timeline, please feel free to contact me at (804) 786-3921.

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James S. Reinhard, M.D.  
Commissioner

CC: Hon. Riley E. Ingram  
Hon. Phillip A. Hamilton  
Anthony A. Maggio  
Susan E. Massart  
Heidi Dix  
Robert D Shrewsberry, Ph.D.  
Ruth Anne Walker

# **DBHDS**

**Virginia Department of  
Behavioral Health and  
Developmental Services**

## **Item 315 CC. 1 – A Preliminary Plan and Timeline for Downsizing Southeastern Virginia Training Center**

**To the Governor and Chairmen of the  
House Appropriations and Senate Finance Committees**

**July 1, 2009**

**Item 315 CC. 1 - Preliminary Plan and Timeline for Downsizing  
Southeastern Virginia Training Center**

Item 315.CC.1 of the 2009 *Appropriation Act* requires the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS)<sup>1</sup> to convene a state and community planning team and develop a timeline to transition, beginning in fiscal year 2010, 88 individuals living at Southeastern Virginia Training Center (SEVTC) to community services. The language is outlined below:

*“The state and community planning team, under the direction of the commissioner, shall develop a timeline to appropriately transition 88 state facility consumers beginning in fiscal year 2010 to community services in the locality of their residence prior to admission or the locality of their choice after discharge or to another state facility if individual assessments and service plans have been completed, appropriate community housing is available and consumer choice has been considered. The commissioner shall provide the preliminary plan and timeline to the Governor and the General Assembly by July 1, 2009 and a progress report regarding the plan for resizing and rebuilding the facility by October 1, 2009 and quarterly thereafter until the new facility and community facilities have been constructed and are complete. The final report shall outline the location where patients are discharged and any cost savings associated with the facility resizing and community transition.”*

This report outlines the preliminary plan and timeline to downsize SEVTC from its current census of 154 individuals beginning on July 1, 2010.

The 2009 General Assembly also required DBHDS to rebuild and resize SEVTC to 75 beds beginning in fiscal year 2010:

*C-103.05. A. Notwithstanding any other provision of law, the following provisions shall be implemented:*

- 1. The Department of General Services (DGS), with the cooperation and support of the Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS), shall rebuild and resize the Southeastern Virginia Training Center to a 75-bed facility to serve profound and severely disabled clients;*
- 2. The Director, Department of Planning and Budget, shall transfer \$23,768,000 of the amount appropriated in Chapter 1 and Chapter 2, 2008 Acts of Assembly, Special Session I for project 17458 (Repair/Replace Southeastern Virginia Training Center) for the purpose stated in paragraph A.1. of this item;*
- 3. The Department of General Services, with the cooperation and support of the Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS), shall build, acquire, or renovate 12 community-based Intermediate Care Facilities (ICF-MR) and 6 MR Homes in Health Planning Region V. Priority should be given to projects which can be completed on existing state-owned property within Health Planning Region V;*
- 4. The Director, Department of Planning and Budget shall transfer \$8,438,160 of the amount appropriated in Chapter 1 and Chapter 2, 2008 Acts of Assembly, Special Session I for project 17457, (Repair/Replace Central Virginia Training Center) for the purpose stated in paragraph*

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<sup>1</sup> Formerly the Department of Mental Health, Mental Retardation, and Substance Abuse Services or DMHMRSAS.



*A.3. of this item.*

The plan outlined in Appendix A seeks to reduce the number of individuals living at SEVTC from the current census of 154 to 75 or fewer individuals during the next two fiscal years, with the completion of community and SEVTC construction on or before June 30, 2011. The three major components driving the preliminary plan and timeline are:

- Assessments of individuals residing at SEVTC and family choice;
- SEVTC and community housing construction; and
- Workforce transition.

Appendix A contains a detailed plan and timelines to transition individuals to the community. The downsizing plan reflects DBHDS' long-term vision for the future of training centers as regional developmental and intellectual disability safety nets for our most vulnerable citizens in need of intensive services that will allow them to return to their homes and existing community-based services and supports as soon as they are able. DBHDS' future vision for all of the state's training centers is as a resource for regional communities where training centers will provide care to individuals with intellectual disabilities who are experiencing behavioral problems in their community setting, need additional medical oversight and supervision because of changes in their health, and/or need other services that will allow them to return to their community home between 90 and 360 days.

The components and major milestones of the plan were developed in consultation with the state and community planning team referenced in Item 315.CC.1, known as the SEVTC Advisory Committee. The Advisory Committee has been meeting monthly since January 2009 and includes SEVTC facility staff, individuals living at SEVTC, family members, community services board (CSB) representatives, private providers, and other key stakeholders.<sup>2</sup>

Assessments and Choice:

Every individual living at SEVTC must be assessed to determine their individual support needs and interest in living in the community. CSB intellectual disability (ID) case managers and directors have been working with facility staff, family members, and individuals at SEVTC since January 2009 to determine the individual needs of every person living at SEVTC. Needs are assessed through a variety of tools, including service treatment plans, medical history, and Supports Intensity Scale (SIS) instrument.

The SIS is an assessment scale that measures the level of intensity of supports needed by the individual to maintain a life-style appropriate to his or her age and preferences. It was recently been adopted by the Commonwealth as a uniform assessment instrument for all persons living in a state-operated training center or who are being served under the ID Waiver.

SIS assessments have shown that there are very few individuals, if any, being served at SEVTC for whom there cannot be found someone currently living in the community whose needs are just

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<sup>2</sup> Information about the Advisory Committee, members, and meeting minutes can be viewed at: <http://www.dmhmrzas.virginia.gov/10Budget/sevtc.htm>

as great. It is also very true that the population of individuals at SEVTC as a whole has far greater needs than the average needs of individuals being supported through community services. It is especially important that great care be given to find the most appropriate match between each individual and the services provider.

CSB case managers have been providing information to families upon request about the possible options that currently exist in the community system, setting up tours, and providing assistance where needed. The ID Directors of Region V have been meeting with DBHDS leadership and a committee that involves human rights, licensing, private provider representatives, SEVTC staff and family members to plan more formal gatherings and opportunities for sharing information with families as progress continues and plans become more formalized.

The needs of each individual, personal preferences, and available options for appropriateness of the match will dictate whether they have the ability to live in the community in a waiver home or an intermediate care facility (ICF/MR). The preliminary plan includes the following:

- CSB ID directors and case managers engaged with SEVTC families to discuss community options (ongoing).
- All SIS assessments completed by June 1, 2009. These assessments will be combined with other information about individuals to determine potential community placement options (June 2009).
- Developing criteria to determine which individuals will likely continue to reside at the new 75-bed SEVTC and which should explore community placement options (July 2009).
- Plans to continually assess individual needs and match them with potential community placements (ongoing).

The critical element driving placements for individuals in the new SEVTC or in the community will be an assessment group composed of local CSB ID directors, facility staff, central office staff, and an SEVTC family member. This group will duplicate the process utilized within each CSB to determine placement of individuals when MR waiver slots become available. Determinations are made based on individuals' choice, their medical and supports needs, family supports, and availability of community waiver home beds or ICF/MR beds. This assessment group will meet at least monthly to continue to assess and re-assess individuals at SEVTC for potential community placement with the overall goal of reducing the census at SEVTC to 75 or fewer individuals by June 30, 2011.

#### Construction of SEVTC and Community Homes:

The 2009 General Assembly required the Department of General Services (DGS), in collaboration with DBHDS, to rebuild and resize SEVTC to a 75-bed facility beginning in fiscal year 2010. The General Assembly also requires DGS, in collaboration with DBHDS, to construct or renovate 12 community ICF/MRs and six waiver homes in Health Planning Region V for residents of SEVTC. Based on these requirements, DGS accepted an unsolicited Public-Private Education and Infrastructure Act (PPEA) proposal in April 2009 and is currently advertising for competing proposals.<sup>3</sup> The current PPEA proposal includes the construction of 16 four to five

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<sup>3</sup> A copy of the PPEA proposal can be viewed at: <http://www.dgs.state.va.us/PPEA/tabid/62/Default.aspx>

bed cottages on the SEVTC campus, with a consolidated footprint on a previously undeveloped part of the campus. The PPEA proposal also includes a proposal to construct 12 eight bed community ICF/MRs and 6 six bed waiver homes in the region. Location will be determined by the local community service boards based in consultation with the developer.

It is anticipated construction on community homes will begin in January 2010. Construction at SEVTC is anticipated to begin during May 2010 and will include 75 beds on the existing SEVTC campus. These timelines are subject to change based on the final PPEA award; the preliminary timeline for construction includes:

- PPEA advertising period closes July 17, 2009.
- DGS awards PPEA (August 2009).
- Interim agreement with PPEA developer (September 2009).
- Community home locations determined (September 2009).
- Design phase begins for community homes and new SEVTC (September 2009).
- Comprehensive agreement with PPEA developer (December 2009).
- Community home construction begins (January 2010).
- SEVTC construction begins (May 2010).
- Community home construction completed (October 2010).
- SEVTC construction completed (June 2011).

These construction projects are critical to building the community capacity needed to transition individuals from SEVTC to community homes. DBHDS is working closely with local CSB executive directors to ensure the assessment group's work is closely tied to the construction timelines for community homes. In addition, community CSBs and DBHDS are working to ensure:

- Waiver homes and ICF/MRs built within each CSBs' jurisdiction reflect needs of the people currently receiving services at SEVTC who will move to the community.
- ICF/MR certification process and waiver home licensing processes can be completed in a timely manner to ensure no delay for individuals transitioning to community placements once construction is completed.
- In cooperation with DGS, to determine how the \$8.4 million in community capital funding will be quickly accessed for construction, as well as when and how ownership of the 18 community homes will be transferred from the Commonwealth to CSBs. A report will be submitted to the General Assembly and Governor on July 15, 2009 from DGS outlining the process for accessing the capital funding appropriated for this project.
- Mechanisms are explored for CSBs to address start-up costs and other expenses related to community capacity building that cannot be funded with the \$8.4 million.

#### Workforce Transition:

DBHDS human resources staff has met several times this year with SEVTC staff, CSBs and private providers to discuss course content, job skills and other information that will be helpful for staff as they transition to positions in the community. Once the PPEA is awarded and timelines for construction of community waiver homes and ICF/MRs are known, a workforce transition plan can be developed. At this time, there is insufficient information to determine how

the staff at SEVTC may be transitioned to community homes. The next plan update in October 2009 will contain additional information about how DBHDS will work with SEVTC leadership and local CSBs to assess workforce competencies and training needs to serve clients in their community options. It will also outline a plan for downsizing staff as the census falls at SEVTC.

State and Local Coordination:

Appendix A contains a detailed chart outlining the major milestones in this preliminary plan. It outlines the construction and assessment timeline for the next three months and then estimates quarterly milestones through June 2011. A critical driver in ensuring timelines are met is the leadership and collaboration of local CSBs and SEVTC staff. DBHDS has been working closely with the Health Planning Region V CSB executive directors, the SEVTC facility director, and others to determine the criteria that will be used to engage families and individuals at SEVTC who could potentially reside in the community. This work will continue until the completion of construction at SEVTC in the spring of 2011.

Another critical partnership is that of DGS and DBHDS. DBHDS continued to work closely with DGS to ensure the bricks and mortar aspects of building and development match the needs of the individuals we serve and the local CSB who will be providing services to these individuals. DBHDS anticipates maintaining this relationship going forward throughout the construction and downsizing process to ensure completion of the community homes and the new 75-bed facility.

DBHDS continues to work closely with family members, private providers, and others through the SEVTC Advisory Committee. This group, which meets monthly, provides general oversight on timelines and planning and ensures there is adequate family and provider input into the development of community and facility resources. We anticipate this group will continue to meet monthly until most of the construction and community transitions have been completed.

Census Reduction Estimates:

Based on the detailed timeline in Appendix A and the milestones described within this report, Table 1 outlines the anticipated movement of individuals from SEVTC to the community.

**Table 1: SEVTC Estimated Census and Bed Reduction Timeline**

<b>Quarter Ending</b>	<b>Estimated Census Reduction (June 2009 Census = 154)</b>	<b>Total Census</b>	<b>Total SEVTC Beds</b>
June 30, 2009	4	150	150
September 30, 2009	10	140	150
December 31, 2009	12	128	140
March 31, 2010	23	105	130
June 30, 2010	23	82	120
September 30, 2010	22	60	110
December 31, 2010		60	100
March 31, 2011		60	75
June 30, 2011		60	75

This table includes natural attrition and other elements that affect overall census at the facility, bringing the total census under the 75 bed requirement. DBHDS will construct 75 beds, anticipating that a portion of the 75 beds at the new facility must be open to accept individuals with intellectual disabilities who live in the community and may require short-term stays for

crisis stabilization, behavioral intervention and assistance, and/or an enhanced level of medical care for short time periods. This fall, DBHDS will be working on a new budget for SEVTC based on 75 beds. The next plan update will be submitted on October 1, 2009.

**APPENDIX A: PROPOSED SEVTC TIMELINE and PLAN FOR DOWNSIZING – July 1, 2009**

	APRIL 2009		MAY 2009		JUNE 2009	
	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE
ASSESSMENTS & CHOICE	<ul style="list-style-type: none"> <li>Advisory Committee meets</li> <li>ID Directors begin working directly with families</li> <li>SIS assessments ongoing</li> </ul>	April 25, 2009  April 1 – 30, 2009  April 1 – 30, 2009	<ul style="list-style-type: none"> <li>Advisory Committee meets</li> <li>ID Directors working directly with families</li> <li>SIS assessments ongoing</li> </ul>	May 24, 2009  May 1 – 30, 2009  May 1 – 30, 2009	<ul style="list-style-type: none"> <li>All SIS assessments completed</li> <li>ID Directors working directly with families</li> <li>Advisory Committee meets</li> <li>Assessment group formed and criteria for determining whether individuals will remain at SEVTC or can live in the community developed</li> <li>“Handbook” regarding transition to the community completed and distributed to families</li> </ul>	June 1, 2009  June 1 – 30, 2009  June 25, 2009  June 30, 2009  June 30, 2009
	<ul style="list-style-type: none"> <li>DGS receives unsolicited PPEA for rebuild of SEVTC and 18 community homes</li> </ul>	April 20, 2009	<ul style="list-style-type: none"> <li>DGS advertises for competing PPEA proposals</li> <li>DGS assigns project manager (same for SEVTC and community project)</li> </ul>	May 1, 2009 – July 17 2009  May 30, 2009	<ul style="list-style-type: none"> <li>DGS continues advertisement for competing PPEA proposals</li> <li>DGS/DMHMRSAS prepares criteria for selection of PPEA developer an creates review panel</li> </ul>	May 1, 2009 – July 17, 2009  June 30, 2009
	<ul style="list-style-type: none"> <li>DGS receives unsolicited PPEA for rebuild of SEVTC and 18 community homes</li> </ul>	April 20, 2009	<ul style="list-style-type: none"> <li>DGS advertises for competing PPEA proposals</li> <li>DGS assigns project manager (same for SEVTC and community project)</li> </ul>	May 1, 2009 – July 17, 2009  May 30, 2009	<ul style="list-style-type: none"> <li>DGS continues advertisement for competing PPEA proposals</li> <li>Capital Investment Committee meets with DGS provides input</li> <li>DGS/DMHMRSAS prepares criteria for selection of PPEA developer an creates review panel</li> </ul>	May 1, 2009 – July 17 2009  June 16, 2009  June 30, 2009
NEW SEVTC CONSTRUCTION						
COMMUNITY						
WORKFORCE						

*PLEASE NOTE: All target dates for construction and transitioning of individuals are estimates. Dates will be modified for the October 1, 2009 report to reflect the PPEA award estimated construction schedule.*



**APPENDIX A: PROPOSED SEVTC TIMELINE and PLAN FOR DOWNSIZING – July 1, 2009**

	JULY 2009		AUGUST 2009		SEPTEMBER 2009	
	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE
ASSESSMENT & CHOICE	<ul style="list-style-type: none"> <li>ID Directors working directly with families</li> </ul>	July 1 – 31, 2009	<ul style="list-style-type: none"> <li>ID Directors working directly with families</li> </ul>	August 1 – 31, 2009	<ul style="list-style-type: none"> <li>All families have been exposed to community options</li> </ul>	September 30, 2009
	<ul style="list-style-type: none"> <li>Individuals matched to SEVTC beds by assessment group and approved by CSB executive directors, and SEVTC director</li> <li>Advisory Committee meets</li> </ul>	July 15, 2009			<ul style="list-style-type: none"> <li>60 day assessment group update</li> <li>Advisory Committee meets</li> </ul>	September 15, 2009
NEW SEVTC CONSTRUCTION	<ul style="list-style-type: none"> <li>DGS receives final proposals for SEVTC and community homes construction</li> </ul>	July 17 2009	<ul style="list-style-type: none"> <li>DGS/DMHMRSAS selects PPEA developer for SEVTC and community homes</li> <li>Begin negotiation of interim agreement</li> </ul>	August 17, 2009	<ul style="list-style-type: none"> <li>Interim agreement signed</li> </ul>	September 1, 2009
				August 17, 2009		
COMMUNITY	<ul style="list-style-type: none"> <li>DGS receives final proposals for SEVTC and community homes construction</li> </ul>	July 17 2009	<ul style="list-style-type: none"> <li>DGS/DMHMRSAS selects PPEA developer for SEVTC and community homes</li> <li>Begin negotiation of interim agreement</li> <li>CSB directors work with DMHMRSAS and DGS to determine potential locations for community homes based on financing model offered by PPEA awardee</li> </ul>	August 17, 2009	<ul style="list-style-type: none"> <li>Interim agreement signed</li> <li>CSBs determine final locations for community homes based on PPEA proposal and financing options</li> </ul>	September 1, 2009
				August 17, 2009		September 30, 2009
WORKFORCE				August 1 – 31, 2009		

*PLEASE NOTE: All target dates for construction and transitioning of individuals are estimates. Dates will be modified for the October 1, 2009 report to reflect the PPEA award estimated construction schedule.*

**APPENDIX A: PROPOSED SEVTC TIMELINE and PLAN FOR DOWNSIZING – July 1, 2009**

	OCTOBER - DECEMBER 2009		JANUARY 2010 – MARCH 2010		APRIL 2010 – JUNE 2010	
	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE
ASSESSMENT & CHOICE	<ul style="list-style-type: none"> <li>ID Directors working directly with families</li> <li>60 day assessment group update</li> <li>Advisory Committee meets monthly</li> <li>All SEVTC residents have determined choice of future living arrangements</li> </ul>	October 1 – December 31, 2009  November 15, 2009  October 25, November, and December 2009  December 31, 2009	<ul style="list-style-type: none"> <li>Assessment group meets every 30 days in anticipation of community transitions</li> </ul>	January 15, February 15, March 15, 2010	<ul style="list-style-type: none"> <li>Assessment group meets every 30 days</li> </ul>	April 15, May 15, June 15, 2010
	<ul style="list-style-type: none"> <li>Space and design phase continues for SEVTC</li> <li>Comprehensive agreement signed</li> </ul>	October 1 – December 31, 2009  December 21, 2009	<ul style="list-style-type: none"> <li>Design of SEVTC completed</li> <li>SEVTC on-campus site development and assessments</li> </ul>	February 2010  March 31, 2010	<ul style="list-style-type: none"> <li>SEVTC on-campus construction begins</li> </ul>	May 1, 2010
NEW SEVTC CONSTRUCTION	<ul style="list-style-type: none"> <li>Property acquisition for community homes begins</li> <li>Complete community housing design</li> <li>Comprehensive agreement signed</li> </ul>	October 1 – December 31, 2009  December 31, 2009  December 31, 2009	<ul style="list-style-type: none"> <li>Construction of community homes begins</li> <li>Seminar on ICF/MR Certification and Licensure Process for localities</li> <li>Specialized Team for ICF/MR Certification Developed</li> </ul>	January 31, 2010  February 28, 2010  March 31, 2010	<ul style="list-style-type: none"> <li>1 ICF/MR completed</li> <li>1 waiver home completed</li> <li>1 more ICF/MR completed</li> <li>1 waiver home completed</li> <li>1 more ICF/MR Completed</li> <li>2 waiver homes completed</li> </ul>	April 30, 2010 April 30, 2010  May 31, 2010 May 31, 2010  June 30, 2010 June 30, 2010
	<ul style="list-style-type: none"> <li>Workforce reduction plan for SEVTC proposed based on PPEA construction timelines and location of community homes</li> <li>SEVTC staff training assessments and plan for transitioning workforce to community homes developed</li> </ul>	October 31, 2009  November 30, 2009	<ul style="list-style-type: none"> <li>Staff training in community competencies begins</li> </ul>	January 31, 2010	<ul style="list-style-type: none"> <li>Some SEVTC staff transition with residents to community placements (dependent on location and other factors)</li> </ul>	April 1 – June 30, 2010
COMMUNITY						
WORKFORCE						

*PLEASE NOTE: All target dates for construction and transitioning of individuals are estimates. Dates will be modified for the October 1, 2009 report to reflect the PPEA award estimated construction schedule.*



**APPENDIX A: PROPOSED SEVTC TIMELINE and PLAN FOR DOWNSIZING – July 1, 2009**

JULY – SEPTEMBER 2010		OCTOBER – DECEMBER 2010		JANUARY – JUNE 2011		
	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE	IMPLEMENTATION ACTIONS	TARGET DATE
ASSESSMENTS AND CHOICE	<ul style="list-style-type: none"> <li>Assessment group meets every 30 days</li> </ul>	July 15, August 15, September 15, 2010	<ul style="list-style-type: none"> <li>Assessment group meets every 30 days</li> <li>At least 75 residents transitioned to community settings</li> </ul>	October 15, 2010  October 31, 2010		
	<ul style="list-style-type: none"> <li>SEVTC Construction ongoing</li> </ul>	July 1 – September 30, 2010	<ul style="list-style-type: none"> <li>SEVTC Construction ongoing</li> </ul>	October 1 – December 31, 2010	<ul style="list-style-type: none"> <li>5 of 16 homes completed on-campus at SEVTC—residents transition to new homes</li> <li>5 additional homes completed on-campus at SEVTC—residents transition to new homes</li> <li>Final six on-campus homes at SEVTC completed—individuals transition to new homes</li> <li>SEVTC Construction Completed</li> </ul>	January 31, 2011 January 31, 2011  February 28, 2011  March 31, 2011  June 30, 2011
NEW SEVTC CONSTRUCTION	<ul style="list-style-type: none"> <li>2 more ICF/MR completed</li> <li>2 waiver homes completed</li> <li>3 more ICF/MR completed</li> <li>2 more ICF/MR Completed</li> </ul>	July 31, 2010 July 31, 2010  August 31, 2010  September 30, 2010	<ul style="list-style-type: none"> <li>2 ICF/MR completed</li> </ul>	October 31, 2010		
	<ul style="list-style-type: none"> <li>Some SEVTC staff transition with residents to community placements (dependent on location and other factors)</li> </ul>	July 1 – September 30, 2010	<ul style="list-style-type: none"> <li>Some SEVTC staff transition with residents to community placements (dependent on location and other factors)</li> </ul>	October 1 – October 31, 2010		
COMMUNITY						
WORKFORCE						

*PLEASE NOTE: All target dates for construction and transitioning of individuals are estimates. Dates will be modified for the October 1, 2009 report to reflect the PPEA award estimated construction schedule.*