

## Participant Advisory Committee (PAC) Meeting Minutes

**Chair:** Jennifer Rogers  
**Co-Chair:** Maritza Padua  
**Scribe:** Maritza Padua

**Date:** Monday, December 21, 2020  
**Location:** Virtual Only  
**Time:** 2:00PM – 3:30PM

Agenda Item	Owner(s)	Discussion	Action Steps
Welcome and Introductions	Maritza Padua	The group was welcomed to the Keystone First (KF) Community HealthChoices (CHC) Participant Advisory Committee (PAC) meeting. Introductions of committee members followed.	N/A
Review and Approve Q3 2020 Meeting Minutes	Maritza Padua	The Q32020 PAC meeting minutes were reviewed and approved as written.	N/A
Old Business- QUIL Phone Application	Jenn Rogers	Jenn Rogers gave an overview of the Quil Health App- Caring for the Caregiver With the Quil Health App- we understand the challenges caregivers face on a daily basis. Quil is a tool with information and resources for informal caregivers.	N/A
New Business	Jenn Rogers	<p>Jenn Rogers discussed the plan's commitment keeping Participants safe during the COVID-19 pandemic while still fulfilling requirements for assessments.</p> <p>Including:</p> <ul style="list-style-type: none"> <li>• Reviewing Backup Plans with Participants</li> <li>• Identifying a trigger event</li> <li>• What to do if a PAS provider does not show up</li> <li>• Informal Supports –Friends, family and acquaintances.</li> <li>• Participant and emergency contact info</li> <li>• NF Admission strategies</li> </ul> <p>Participants we encouraged to reach out to their Service Coordinator or call the participant line for additional guidance.</p>	N/A



# Keystone First

Community HealthChoices

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Open Discussion Meeting Topic Suggestions from the Committee	All	Maritza Padua asked the committee to give some thought to future agenda items. She also encouraged committee members to reach out to her directly- contact information was provided.	N/A
Closing and Next Steps	Maritza Padua	Maritza Padua shared the tentative future PAC meeting dates with the committee: 3/18, 6/24, 9/23, 12/16 (10:30 p.m. - 12:00 p.m.)	N/A