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Children's Long-Term Support (CLTS) Council
Meeting Minutes
Wednesday, April 12, 2017
Holiday Inn at the American Center, Madison

Council Members Present: Liz Hecht (Chair); Naomi Beahm, Cheryl Berg; Charity Eleson; Wendy Heyn; Dan Idzikowski; Darsell Johns; Joanne Juhnke; Barbara Katz; Jo Pelishek; John Shaw; Sandra Tierney

Council Members participating by phone: Melanie Fralick

Council Members Absent: Nissan Bar-Lev; Patti Becker; Jonelle Brom; Sharon Fleischfresser; Lynn Green; Pilar Guzman; Kirsten Menningen; Jeff Muse; Walt Schalick; Connie Sherd; Melissa Stoltz

WI DHS Council Staff: Curtis Cunningham, Andrew Forsaith, Deb Rathermel, Autumn Knudtson, Rachael Currans-Henry, Jill Groblewski, Nancy Bills

Public Attendees: Rebecca Underwood (Madison)

1. Welcome - Introductions – Updates – Liz Hecht, Chair (Meeting started at 9:35 a.m.)
 - Council members and Department of Health Services (DHS) staff introduced themselves and went over the agenda.
 - Liz H. updated the Committee and passed out two handouts from the Waisman Center – Family Voices of Wisconsin. An issue paper regarding the elimination of the waitlist included in the current budget bill being debated by the Legislature; and an Issue Brief on Making the Case for Supporting Families in Wisconsin.
 - Dan I. added that Disabilities Rights Wisconsin staffed tables at recent Joint Finance Committee public hearings and passed out handouts including individual client stories for their consideration.

2. DHS Updates –

Andrew Forsaith (Director, Office of Policy Initiatives and Budget, WI Department of Health Services)

- Presented and explained two handouts: “The Budget Cycle” enumerated the Legislative oversight process that the biennial budget bill would have to go through before the final proposal could become law. The second was an issue brief explaining the selected Department of Health Services budget items included in the 2017-2019 Biennial Budget bill including: Medicaid Cost to Continue; Medicaid Long Term Care; Other Medicaid Items; Mental Health; Income Maintenance; and the Wisconsin Works for Everyone Program.

2. DHS Updates - Continued

Rachael Currans-Henry, Director, Bureau of Benefits Management, WI Department of Health Services.

- Committee was updated on the new assessment process for Personal Care Services through the Wisconsin Medicaid and Badger Care Plus Programs. The new service provider will be Liberty Healthcare and a fact sheet was given to Committee members providing additional information. Rachael further explained related program details including: tracking informal resolutions; expedited informal process; problem resolution process; and a communication process between DHS and Liberty to address issues throughout the transition.
 - Charity E. requested that a representative from DHS come back in one year to update the Council on the programs outcomes and results from this initiative. Rachael said “yes” they would come back.
 - Dan I. added comments regarding “due process and fair hearing rights”. He added that lots of people who miss their medical tests do so because of personal care worker “no shows” which is important to remember.

3. Council’s New Charge

Liz H. – discussed the Department of Health Services Secretary CLTS Council’s Revised Charge (dated March 2017).

- Meetings were held with Secretary Seemeyer; Curtis Cunningham; Deb Rathermel and Liz H. to update the Council’s charge.

Curtis Cunningham, Assistant Administrator, Division of Medicaid Services (DMS), WI Department of Health Services described the focus of these proposed changes:

- Engage the Council and DHS on important issues by providing meaningful input to DHS Secretary and department staff.
- Have the Council identify key issues to work on as advisory bodies.
- Make sure Council members have representation from providers, advocates, family members and field experts.
- Focus on revitalizing Council’s efforts and providing advice on state-operated programs.

Deb Rathermel, Director, Bureau of Children’s Long Term Support Services (BCLTSS), WI Department of Health Services added:

- Discussions included the question, where should DHS focus its efforts better when asking for CLTS Council’s input on important issues. After much review, the three (3) major recommendations were agreed upon, they are: Establishment of the Council for Children with Long-Term Support Needs; Mission of the Council; and Responsibilities of the Council.
- DHS is looking for stakeholder perspective on how to best drive important program areas.
- A meeting with DHS Secretary Seemeyer is scheduled for her final approval.

3. Council's New Charge (continued) -- Deb Rathermel Continued

- Charity E. asked how the Council can set an agenda that provides relevant feedback? Deb R. responded that focusing future agendas on coordination, quality, and finance is the first step. (Suggested that the afternoon part of today's meeting could be used to identify priorities.)
- Liz H. asked how to Council recommendations convert to formal ones?
- Liz H. said that the CLTS Council Executive Committee would continue to set the meeting agendas based on council input.

Lunch Break

4. Council Business – Approval of January 11, 2017 Meeting Minutes

- Corrections to be made:
 - Third bullet point under (welcome and introductions) change to: Family Voices of Wisconsin (not Family Action Network).
 - Spelling correction: Joanne Juhnke (not Junke) under members present.
- MOTION: Made by Barb Katz; Seconded by Dan Idzikowski to pass these meeting minutes with the two corrections. Council passed motion unanimously.
- Dan I. suggested highlighting agenda items that the Council might want to carry-over from one meeting to another. No decision was made.

5. Waiver Renewal – Deb Rathermel, Director, BCLTSS, DHS

- Copies of letters to WI State Medicaid Director Michael Heifetz from the Center for Medicaid Services regarding their approval of the 1915(b) and 1915(c) CLTS home and community-based waivers were presented. Deb explained the waiver process and how the three waivers were combined into one single application for administrative efficiency.
- Changes to allowable services did not include autism treatment which are now available on "The Card". Other issues discussed were: accessing Medicaid services EPSDT and strategizing how to move these services over to Medicaid.
- A new change under allowable services is the addition of three (3) new services to the CLTS Waiver to enhance supports to families and children: childcare, relocation services and training support for parents/guardians and families.
- DHS is aligning our waiver to the federal final rule setting (2014).
- DHS is implementing corrective action plans, CIP and COP Waivers, required changes that connected with our application.

5. Waiver Renewal – Deb Rathermel, Director, BCLTSS, DHS (continued)

- DHS is seeking a 1915(b) waiver to subcontract services to counties; make changes to the performance management section of the waiver; address features associated with elimination of the waiting list and how it rolls into the application process.
- The relocation service will allow for incurred cost for moving from a more restrictive (or less restrictive); or independent (or less independent) service situation. Currently available to adults, this will now be available to children and their families.
- All of the service definitions will be posted in the CLTS Waiver application, Section C.
- Single point of entry proposal wasn't included in the budget document.
- Every five (5) years DHS will have to renew its application until 2021.
 - Dan I. mentioned the importance cultural diversity and competence under resource neighborhoods and communities where parents don't have other services. More service and program access information would be helpful to address underserved community needs.

6. CCOP Guidelines – Autumn Knudtson, Section Chief, and Jill Groblewski, Policy Analyst (Program Operations & Partner Relations Section, BCLTSS (DHS))

- A background paper titled “Draft Release of the Children’s Community Options Program Procedures Guide” was discussed.
- Important information: CCOP is limited funding and it is distributed on a first-come, first-serve basis (but is permissible to be used while kids are on the waitlist).
- Counties are using CCOP funding for match.
- Waiver dollars must be used first before CCOP funding which is used as a last resort.
- Caregivers would need a background check.
- Basic eligibility didn't change. See paper for full list of offered services.
- An additional Community Connections Coordinator position is proposed. This person would work at the county level and possibly do abbreviated assessments.
 - Liz H. added that DHS is still taking public input until June 30th.
 - Deb R. said that DHS welcomed the Council’s input.

7. Public Records Training – Deb Rathermel (BCLTSS)

- A copy of the Wisconsin Public Records Law Basics was circulated to all members with the agenda. Deb went through the entire document with Council members.
- In addition to state employees, this training is mandated so all public Council and Committee members are aware of their statutory responsibility regarding public records.
- The document includes information on public record retention; disclosure; and types of public records that are affected.

8. Next Meeting

- Liz H. – Focus for our next meeting will be Waitlist and EPSDT Updates (requesting a DHS presentation on both items)
- Barb K. – Recommended discussing how to make the program better known (including prior authorization process).
- Dan I. -- Information on Health Check should be included and how it is communicated publicly.
- Naomi B. – We need to talk about how families access services and navigate the system.
- Liz H. – Is there data available for current experiences? What states have a good EPSDT model?
- Deb R. – Suggested the Council members discuss how EPSDT benefits should work?
- Barb K. – Recommended gathering information from other states with EPSDT programs. Possibly Pam Appleby could give her basic presentation again since some members haven't heard it.
- Deb R. – Possibly CMS could remotely provide information on how other states administer their EPSDT programs.
- Liz H. -- Council should discuss a set of recommendations (during the afternoon portion of July meeting) for the EPSDT program.
- Liz H. – The Executive Agenda Planning Committee members should discuss priorities for next meeting and focus on those that drive specific Council recommendations for DHS. Any members should contact Liz regarding their suggested input for the next meeting.

9. Adjournment

- Barb K. made the motion to Adjourn; Seconded by Jo P. Council passed motion unanimously.
- Next meeting: July 12, 2017 -- LaQuinta Inn & Suites at the American Center (Madison)

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