

Scott Walker
Governor

Linda Seemeyer
Secretary



State of Wisconsin
Department of Health Services

1 WEST WILSON STREET
PO BOX 7851
MADISON WI 53707-7851

Telephone: 608-266-0036
FAX: 608-266-2713
TTY: 888-241-9432
dhs.wisconsin.gov

Children's Long-Term Support (CLTS) Council
Meeting Minutes
Wednesday, October 11, 2017
9:30 a.m. to 3:00 p.m.
Holiday Inn At The American Center
5109 West Terrace Drive, Madison, WI

Council Members Present: Liz Hecht (Chair); Naomi Beahm; Patti Becker; Dan Idzikowski; Joanne Juhnke; Barbara Katz; Kirsten Menningen; Lisa Stephan; Cheryl Berg; Jonelle Brom ; Sharon Fleischfresser; Melanie Fralick; Wendy Heyn; Angela Radloff (for Lynn Green); Beth Swedeen

Council Members participating by phone: Walt Schalick

Council Members Absent: Nissan Bar-Lev; Darsell Johns; Jeff Muse; Connie Sherd; Melissa Stoltz; Charity Eleson; Lynn Green; Jo Pelishek; Sandra Tierney

WI DHS Council Staff: Deb Rathermel; Autumn Knudtson; Nancy Bills; Andrea Jacobson

Other DHS Staff Attending: Carrie Kahn; Ellie Jarvie

Public Attendees: Linda Hall (WI Association of Family and Children Agency); Dane Banks; Mikayla Hammen; Bethany Deluhery; Brandon Hogan; Erika Krause, Erin Serpts (Edgewood College Students); Vicky Gunderson (GT Independence)

1. **Welcome - Introductions** – Updates – Liz Hecht, Chair (Meeting started at 9:35 a.m.)
2. **DHS Updates** – Deb Rathermel, Director, Bureau of Children's Long Term Support Services (BCLTSS)
 - Presented information regarding the restructuring of the Bureau of Children's Long Term Support Services into four sections: Best Practices and Program Metrics Section; Policy and Procedure Section; Implementation and Technical Assistance Section and Program Integrity and Compliance Section. This restructuring will allow this Bureau to focus on function areas and offer a seamless system to provide services for participants and their families.
 - Bureau's core responsibility is to serve children with disabilities.
 - Administers four programs: Birth to 3; CLTS Waiver; Katie Beckett and CCOP.
3. **EPSDT - Council Discuss Draft Recommendations** – Liz Hecht, Chair
 - Handout distributed, titled "Recommendations for Improving Access to HealthCheck Other Services (EPSDT) for Children with Disabilities in Wisconsin (September 2017) by the Wisconsin Children's Long-Term Support Council.
 - Liz summarized the paper's findings and the Council's recommendations in four key areas:
 - Outreach to increase awareness about HCOS and what it covers
 - Accessible information about how to apply for reimbursement
 - Improvement to the internal Medicaid review process
 - Metrics
 - Liz H. will redraft the recommendations and have the working group review, then give them to Deb

Rathermel to review for DHS.

MOTION: Barbara K. made a motion; seconded by Dan I. to give Council authority to revise the draft submitted today to the Committee and send it to DHS Secretary Linda Seemeyer; Michael Heifetz; Casey Himebauch; Curtis Cunningham; etc. and request a meeting with representatives from DHS regarding the recommendations.

NO FORMAL VOTE TAKEN

- Liz H asked that Council members send any recommendations to her for discussion by the working group.

4. CLTS Waitlist Elimination Overview - Deb Rathermel, Autumn Knudtson, Carrie Kahn

- Distributed handouts
- Presented overview on Governor's budget initiative eliminating the CLTS waitlist
- Bureau of Children's Long Term Support Services (BCLTSS) developing materials to work with counties to achieve this goal
- Approximately 2,729 children on waitlist as of October 10, 2017
- Strategy is to eliminate the waitlist at the county level
- Plan for a statewide enrollment process in place as of January of 2019 (no matter where a child lives they will be put on the list)
- Following a first child on; first child off strategy on a statewide level
- Carrie Kahn (Section Chief, Fiscal Team) went through the CLTS Service Expenditure county by county handout and explained the equitable funding methodology
- Council received the CLTS Waiver Program Enrollment & Waitlist Map by County (dated 9/30/17)

ADJOURNED FOR LUNCH

5. CLTS Waitlist Elimination: Council Discussion – Liz Hecht and Deb Rathermel

A. Transition Plan and Funding

- In August, counties asked to prepare a preliminary waitlist plan using the elimination spreadsheet prepared by the DHS
- All counties have responded either confirming that they don't have a waitlist or submitted a plan how to eliminate their waitlist
- Waiver agencies will receive notices from DHS this week regarding the start of the waitlist elimination period as early as October through mid- December.
- Communication with counties going well
- State funding allocation details approved in state budget were provided; budgeted amounts requested by counties; crisis criteria and variance protocols and other information regarding serving 3,043 children taken off of the waitlist program.

Council members' requests:

- **Asked to see updated county numbers at January 2018 meeting.**
- **Recommended that the minutes reflect concerns from some Council members about the cost of continuation.**
- **Barb Katz requested that the minutes reflect her concern regarding unreported children who might be waiting for services regardless of county of residence regardless of reason.**

MOTION: Made by Dan .I, seconded by Patti B., approved unanimously

“The Council wishes to commend the Department and counties for their support of implementing the elimination of the CLTS waitlist and for their work in implementing the Governor's commitment to ensuring

no child with a disability has to wait for needed services. We recommend that any cost to continue address the potential risk of unidentified and underserved children in some counties.”

B. Capacity – Service Coordinators and Providers – Three outstanding topics

- Discussed issues regarding staffing needs; training responsibility; county by county coordination; putting value into staff experience with families.
- Liz H. suggested the state pick a series of regional topics and case studies to present.
- The Department of Children and Families was mentioned as a training resource based on their regional training partnership including professional development pieces, in addition to basic staff training.
- Supports exploring online program and training, maybe connecting with U.W.-Milwaukee.
- Recommendation using a statewide meeting as a training venue; use existing technical colleges as a resource; and other opportunities recommended by DHS.
- Focus on family centeredness; group learning; family respect; consistency in service benefits; cultural competency. Promote service coordinators having conversations with families regarding their hopes and dreams.
- Possibly looking at more regional meetings for trainings focusing on common goals.
- New staff should receive training focusing on uniformity, regionalization and general philosophy.
- Possibly doing a survey to see what counties would like to see for additional professional development; evaluation strategies and continuous improvement.
- Looking at provider capacity issues

6. **Next Steps:**

- Liz H. will finish refining the Council’s recommendations and take it to the subcommittee for review; final discussion by full Council then refer the recommendations to Deb Rathermel; who will forward them to Secretary Linda Seemeyer at the Department of Health Services.
- Continue county staff training plan in the future

7. **Council Business – Approval of Minutes from July 12, 2017**

MOTION made by Dan I., seconded by Barb K., to approve minutes as written.

Motion passed unanimously

8. **MOTION** made by Dan I. and seconded by Kirsten M. Motion passed unanimously.

Meeting Ajourned

###