

Children's Long-Term Support (CLTS) Council Meeting Minutes
Wednesday, February 12, 2014
10:00 AM – 3:00 PM
La Quinta Inn and Suites
5217 East Terrace Drive
Madison, WI 53178

Council Members Present: Liz Hecht (Chairperson), Cheryl Berg, Shirin Cabraal, Hugh Davis, Charity Eleson, Sharon Fleischfresser, Lynn Green, Pilar Guzman, Barbara Katz, Jodi Pelishek, Walt Schalick, John Shaw, Katie Sepnieski, Melissa Stoltz, Julie Turkoske

Council Members Absent: Melanie Fralick, Sue Gilbertson, Kirsten Menningen, Jeff Muse

DHS Guests: Secretary Kitty Rhoades, Brian Shoup

DHS Council Staff: Julie Bryda, Lisa Kulow, Sue Larsen, Camille Rodriguez

Public Attendees: Danielle Brey, Stacy McCarthy

The meeting commenced at 10:09 AM.

1. Welcome and Introductions – Liz Hecht, Chairperson

- Review of Agenda
- Council members, Department of Health Services (DHS) staff and public attendees introduced themselves.

2. Public Testimony

- Public attendees did not comment.

3. Department of Health Services (DHS) Updates – Secretary Kitty Rhoades

- Secretary Kitty Rhoades shared her focus of addressing long-standing issues by examining DHS programs, policies and procedures, and implementing system change. She discussed the following key initiatives.
 - Mental health: Stakeholders need comprehensive community services, intensive in-home treatment for children and peer-run respite centers. The Office of Children's Mental Health will coordinate these services; the Governor has appointed Elizabeth Hudson as Director.
 - Lean Government: Maximize the use of limited resources.
 - Statewide equity of service.
 - Dementia Redesign (of delivery of care system): Task force has developed six priorities. The Adult Long-Term Care Functional Screen (LTC FS) now includes behavioral issues; reviewing training for caregivers and dementia specialists in Aging, Disability and Resource Centers (ADRCs) to include crisis prevention.
 - Implementing Music and Memory in nursing homes, which may expand nationwide; and developing a deliverable book for employers to share as a resource.
 - University of Wisconsin-Oshkosh offers a certificate of dementia training, which is available online and is universal.
 - Let's Get to Work Grant Program: Third year in pilot program jointly sponsored with DHS, Department of Public Instruction (DPI), and Department of Workforce Development (DWD) focusing on meaningful employment for children graduating from school, starting at grade 7.

- Communications with families will further explain that children will not lose Medicaid benefits as a result of the student working and receiving earned income.
 - Project SEARCH: Partnering with DWD to expand the program.
 - CLTS Redesign: Evaluating access, equity of service statewide, outcomes and statewide efficiencies.
- Secretary Rhoades and Division of Long Term Care (DLTC) Administrator Brian Shoup discussed the CLTS redesign.
 - Secretary Rhoades shared that an action plan has not been set; she requested a proposal from the Bureau of Long-Term Support (BLTS). Camille Rodriguez and Sue Larsen will assess the current programmatic structure and how it relates to the Secretary's goals.
 - Council members inquired about ways in which to place the increased attention and work regarding children long-term supports statewide on an accelerated path. Secretary Rhoades identified the need for a realistic view of how challenging the system is—to assess the system internally and holistically to identify any inefficiencies or barriers to seamless delivery, to maximize efficiencies.
 - Secretary Rhoades also expressed considering the transition for child to adult and how the children's system relates to the adult system.
 - Brian S. is reviewing structure and internal operations; he will review prior Council recommendations.
 - Attendees discussed the challenges of county staff handling multiple programs and proposed reducing program silos for most-effective delivery; communicating expectations for fluency among all programs would better ensure the programs supplement and complement each other, and maximize resources.
 - Lean Government includes the administration of programs; consider process improvement methodologies.
 - The redesign timeline is shorter than six months. The Council will refine its submitted recommendations.
 - The Council requested a nomination for Medicaid Representative member.
- DHS Updates
 - Care4Kids Foster Care Medical Home has launched; 179 foster care children are currently enrolled. Physical, behavioral and dental services are provided, and foster children remain enrolled one year after being placed to ensure continuity of care.
 - Trauma Informed Care (TIC) is another key initiative; every employee at Children's Hospital of Wisconsin (CHW) has been trained on TIC service delivery.
 - Edinburgh, Scotland has requested to visit DHS to exchange information and ideas on long-term care and disability; they will visit the week of March 10.

4. Council Discussion

- Council members discussed next steps in finalizing recommendations for CLTS redesign.
 - The Council identified a sub-committee, which includes members Liz H., Barbara K. and Walt S. to compile the priorities, and to propose the process, metrics, timeline and support for the process.
 - Council members suggested a Wingspread Event or Summit to gather information from families; and suggested exploring and building-on successful DHS program models and procedures, including those in adult system.
 - The Planning Group will review the Council's six recommendations and frame in four focus areas that are in line with Secretary Rhoades' goals. Council members are asked to review current recommendations and send ideas for activities/projects, such as an iPhone application for families, to Liz H. by 8:00 AM on February 19, 2014. The sub-committee set a goal of two weeks to complete the draft document.

5. Bureau of Long-Term Support (BLTS) Updates – Camille Rodriguez, Interim Director

Heart of the Matter Summary Report

- Camille received the report but has not yet approved the document, which provides Secretary Rhoades, Brian S. and Beth W. the opportunity to review the report first. DHS will disseminate the report to all stakeholders simultaneously.
- Council members discussed the process had begun as a Council activity 16 months ago and questioned its change and purpose. Sue L. shared that while she had not participated in the entire session, she did participate via video; she was aware that county waiver agencies had reported issues of burdensome paperwork, limited time with families, critiques over third party administration claims processing and inconsistency of policy interpretation across the state; DHS is working to change procedures to address all of these issues.

6. Operational

- Council members reviewed minutes of the CLTS Council meeting held December 4, 2013. Walt S. made a motion to approve the December 4, 2013, meeting minutes; John S. seconded the motion; motion carries.
- Liz H. distributed the January 15, 2014, letter to Governor Walker, outlining recommendations for the Employment Roundtable—Preparing Youth with Disabilities to Work.
- Council members suggested Facebook as an additional tool to share Council information. Members are interested in a CLTS Council website traffic report.
- An Open Meetings Law overview was distributed to Council members, as it has been shared with other councils of the Children’s Services Section.

7. Council Charge Discussion – Liz Hecht, Chairperson

- Council members examined the CLTS Council Charge, developed in 2005, and discussed the five key advisory areas of Access, Choice, Coordination, Quality and Financing; and the charge to provide recommendations to the Secretary regarding needed infrastructures, accountability measures and mechanisms, financing systems, training programs and program design elements. Members commented:
 - Data, information, and awareness of program and policy changes under consideration are necessary for the Council to make recommendations that have meaningful impact.
 - The CLTS Council is advisory to the department; the department is accountable per required performance measurements and assurances to the Centers for Medicare & Medicaid Services (CMS).
 - Charge recommendations to include equity, consistency and uniformity among counties.
 - Areas of focus could include emotional support/goods/services; increasing efficiencies; increasing communication, information sharing and resources with families; and multicultural access and services.
 - Ensure the definition of family unit is expanded to include all variations.

8. Children’s Services Section (CSS) Updates – Sue Larsen, Section Chief

- CLTS Functional Screen (CLTS FS) Proposed Policy Change
 - Proposal to change nursing home level of care functional eligibility to reduce the requirement of two functional impairments to one functional impairment for children under age 5 years. This state recommendation will result in increasing the number of children who will be eligible for the Katie Beckett Program and the CLTS Waivers. Children would be reassessed with algorithm and functional eligibility. Proposed implementation date is July 1, 2014.
 - Council members agreed this is a positive change and approved moving the proposal forward.
- Home and Community-Based Services (HCBS) Medicaid Waiver Final Rule
 - Council members reviewed the Centers for Medicare & Medicaid Services (CMS) Fact Sheet (published January 10, 2014) outlining changes to current home and community-based

services regulations that become effective March 17, 2014. New applications are subject to the changes; renewals and amended applications have 120 days to put the changes into effect. Final ruling includes:

- New flexibilities offer combining HCBS Waiver reporting requirements across specific target populations.
- Clearly-defined requirements for home and community based settings.
- Person-centered planning requirements.
- Optional five-year approval or renewal period for demonstration and waiver programs.
- Additional compliance options beyond waiver termination.
- CMS has held webinars and is providing technical assistance to analyze the rule.
- Council members suggested training for service coordinators and families on person-centered planning changes. The department will provide training in alignment with the children and family North Star approach.
- Draft Family Support Program Guide
 - The department met with administration to review the proposed policy recommendations. Once the next steps are complete, the draft guide will be shared with CLTS Council for review.
- Comprehensive Community Services (CCS) Program/Children Long-Term Support (CLTS) Waivers Coordination & Integration Services Memo
 - Joint DLTC/Division of Mental Health and Substance Abuse Services (DMHSAS) Numbered Memo has been approved; anticipate will be issued soon.
 - Department will jointly train CCS and CLTS program staff.
 - Barbara K. will help develop Fact Sheet for parents.
- Secretary Rhoades has recently appointed three new members to the CLTS Council: Darsell Johns, Children's Program Manager, Disabilities Services Division at the Milwaukee County Department of Health & Human Services; Nissan Bar-Lev, Special Education Director at CESA #7; and Dan Idzikowski, Executive Director of Disability Rights Wisconsin (DRW). Council members thanked Shirin C. for her service as interim representative for DRW.
- Children's Long-Term Supports (CLTS) Wait List
 - Conversion will roll-out a new Program Participation System (PPS) CLTS Wait List module in April/May in pilot capacity from department's Human Services Reporting System (HSRS). The new CLTS Wait List will roll-out first to CompassWisconsin: Threshold counties; and then statewide. The new CLTS Wait List module will increase efficiencies and provide improved accuracy in tracking the number of children waiting for services.
 - Incident Reporting System is in development; may roll-out later this summer.
- Wisconsin Provider Management (WPM) System
 - Waiver providers will enter their information into the web-based system; features a module for county waiver agencies to select the provider, verify and upload licensure status, training, and caregiver background checks; families can access qualified provider information; providers are authorized by the county waiver agencies to deliver services and are paid through the third party administrator claims processing. The WPM system offers increased efficiency and ensures qualified providers are delivering services and receiving payment.
 - CSS Quarterly Data Report is in development.
 - Technology (Adobe Connect and teleconferencing) is an available option for members to participate in Council meetings; this may be convenient for those traveling long distances or in the event of inclement weather. *Contact Lisa K. two days (or more) prior to the meeting to ensure availability and to obtain dial-in/log-in information.*

9. CLTS Council Meeting Adjournment

Julie T. made a motion to adjourn the meeting; John S. seconded the motion; motion carries. The Council meeting was adjourned at 3:09 PM.