

**MINUTES**  
**March 27, 2008**  
**Income Maintenance Advisory Committee**  
**Division of Health Care Access and Accountability**  
**Department of Health and Family Services**

**County Attendees:**

Jackie Bennett, Racine Co.	Jan Place, Polk Co.
Sheila Drays, Dodge Co.	Sandy Potter, Washington Co.
Liz Green, Dane Co.	John Rathman, Outagamie Co.
Jane Huebsch, Marathon Co.	Amy Roland, Outagamie Co.
Ed Kamin, Kenosha Co.	Sue Schweickert, Washburn Co.
Doreen Lang, Wood Co.	Carla Blackcoon, Monroe Co.
Liz Mahloch, Sheboygan Co.	Rhonda Brown-Anderson, Pierce Co.
Elizabeth McDowell, Stockbridge-Munsee Tribe	Cece Fishnick, Grant Co.
Susan Moser, Milwaukee Co.	Linda Halvorson, Dunn Co.
Luann Page, Waukesha Co.	Barb Hernesman, Crawford Co.
Jenny Hoffmann, Brown Co.	Kara Jenkins, Jackson Co.
Kristine Parkanski, Marinette Co.	Marge Griep, Pepin Co.
Cindy Sutton, Rock Co.	Nancy Thompson, Vernon Co.
Marilyn Trayler, Waushara Co.	Sarah Bartz, Waupaca Co.

**State Attendees:**

Brian Fangmeier, DHFS	Vicki Jessup, DHFS
Amy Mendel-Clemens, DHFS	Angela Moran, DHFS
Jodi Ross, DHFS	Melissa Wilson, DHFS
Tricia Janssen, DHFS	Melissa Henderson, DHFS
Audrey Koehn, DHFS	Angie Dombrowicki, DHFS
John Haine, DHFS	

**Administrative Items – Ed Kamin and Angie Dombrowicki**

- Meeting Minutes from February 21<sup>st</sup> meeting were approved.
- Changes in State Staff: Joanne Alig is no longer working for DHFS. Eli Soto is Acting Bureau Director of Bureau of Operational Coordination (BOC). Melissa Henderson is temporarily assigned to the IT Systems Coordinator position in BOC (formerly held by Bob Martin). Tricia Janssen is temporarily assigned to the Systems Section Chief in Bureau of Enrollment Management (BEM). Jodie Ross and Angie Dombrowicki will be co-chairing the Workload and Finance Subcommittee.

- BadgerCare Plus Reports: when the reports are available, they will be published on the BadgerCare Plus website. Reports of original projections were requested along with the number of BC+ recipients currently enrolled.

### **Review of IMAC Subcommittees – Ed Kamin and Angie Dombrowicki**

- The Group walked through the “IMAC Subcommittees Status as of January 2008” document to determine whether the subcommittee listed was still needed or not.
- The following existing IMAC Subcommittees were determined to still be needed:
  - Information Technology (IT)
  - Program Connections/coordination
  - Quality Assurance
  - Workload and Finance
  - Public Assistance and Fraud
- The following IMAC Subcommittees were determined not to be needed:
  - Training and Technical Assistance
  - WCHSA Economic Support Technical Advisory Committee
  - Wisconsin Funeral and Cemetery Aids Program (WFCAP)
- MA Transportation: Angie will check with Greg DiMiceli to see if this committee needs to be reconvened.
- New Adhoc Committee: FoodShare Employment and Training (FSET) Audrey Koehn will co-chair. Vicki Jessup has a list of names for this committee.
- Angie will send a request to Diane Waller to solicit county volunteers for all IMAC Subcommittees.

### **BadgerCare Plus System Fixes for May 2008 – Melissa Henderson and Tricia Janssen**

- The “Draft CARES & Other Systems Projects Implementation Schedule as of 03/14/08” was reviewed with the group. This document includes all of the fixes that were made for BC+ post-implementation as well fixes/projects that are tentatively scheduled through December 2008.
- Some systems issues were raised as part of this discussion including:
  - Notices: W-2 agency return address is listed instead of the county address. We are aware of the issue. No timeframe for a fix yet. Authorized Representatives/Designated Payee names/address appearing incorrectly. There is a Problem Change Report (PCR) created for this issue. Looking at correcting the issue when the Authorized Rep Screen (ACDP) moves to CWW.
  - 9 month live edit – SPUFIs are being done twice a week until a permanent solution can be implemented.

- Enrollment and Benefits Handbook – looking at an automated solution for mailing these out that can be viewed and tracked in CARES Worker Web (CWW).
- Need a report by county of how many FSET sanctioned individuals were sent letters.
- A number of systems issues were referred to the IMAC IT Subcommittee including:
  - Systems errors when adding a person to a case.
  - BC+ premiums: recipients not notified of premium amount that they owe, recipients not sending in the correct payment – too much or too little; premium process very cumbersome.
  - Person delete process
  - Management reports needed for ACCESS Application/Inbox monitoring
  - Duplicate ACCESS applications
  - EOS reports 716 and 718 need to be updated to include BadgerCare Plus.

#### **EM CAPO Update – Audrey Koehn**

- As of March 25, 2008, 199 ACCESS applications have been processed by EM CAPO. Out of these:
  - 115 confirmed: 107 were approved for BC+
  - 8 denied
  - 22 applications for FS
- Expansion to Aurora Healthcare is being planned for mid-April.

#### **Workload and Finance Subcommittee Update**

- Deferred to next meeting.

#### **Update from WCHSA Meeting with Secretary Hayden**

- Covered in Administrative Items above.

#### **Debriefing on IM Training Quarterly Forum – Amy Mendel-Clemens**

- Amy walked through the March 7, 2008 Meeting Minutes from the IM Quarterly Training Information Forum.
- Highlights from the March 7 Meeting included:

- The training group agreed with the New Worker training updates that were made in March (i.e., changing the face-to-face classes to self-study for Caretaker Supplement, MMIS, KIDS and Data Exchange).
- Suggestions to improve the current delivery model of New Worker Training: blend of face-to-face and distance learning; follow-up labs; need for assessments
- Ongoing training: distance education is the best way to deliver ongoing training
- Process Help: Agencies who attended the meeting liked Process Help and found it useful.

### **Planned HMO Expansions – Mike McKenzie**

- Mike walked through the “HMO Expansion Update” document. Highlights included:
  - Dean/Children’s Community Health Plan: Proposed Area(s): Columbia, Dodge, Grant, Green, Iowa, Jefferson, Dane, Sauk. Proposed Start Date: 6/08
  - DHFS is currently evaluating the network for Security Health Plan, Gunderson/Lutheran Health Plan and Independent Care (iCare) Health Plan. Proposed start dates for these HMOs is to be determined.

### Agenda Items for Next Meeting:

- BadgerCare Plus Impact Report
- Wisconsin Funeral and Cemetery Program
- BC+ Outreach and Mini-grants