

Committee Charter

IMAC QUALITY ASSURANCE SUBCOMMITTEE

Purpose/Scope:

The committee was established by agreement of the state and local agencies and its authority is described in the current County/State IM Contract.

“XXIII. Joint Error Reduction Initiatives

The Department agrees to work with local agencies through the IMAC and its subcommittees to jointly develop strategies to effectively address payment accuracy in IM programs. One of the subcommittees will function as a technical work group focusing on quality assurance to propose balanced strategies that specify actions at both the State and local levels needed to reduce the most costly errors. Options to be considered shall include, but not be limited to, additional training at a level of detail and specificity local agencies deem necessary, policy revisions to simplify IM program administration, streamlined and current policy communication procedures, best local practices identified by agencies with low error rates, automated systems modified or developed to assure accuracy and promote effective use by line staff, and local reinvestment options for counties to offset penalty amounts.”

Activities and expectations established by the committee:

- Receive assignments and activities from the main body of IMAC. IMAC will approve and/or amend final recommendations and work jointly with DHFS to promote or implement the approved recommendations.
- Provide advisory input, providing frontline examples to alert the State to error-prone problems encountered by local agencies as well as error reduction strategies and solutions.
- Review and discuss State proposals to be implemented with front-line experience and error vulnerability taken into consideration as these decisions are made.
- Provide input received from other counties and IMAC.
- Develop products and recommendations that will impact error reduction. The format of a product could be one of the following or a combination of the two:
 - a. A direct proposal to change or update a process or system
 - b. A proposal to disseminate information to local agency staff (i.e. training, background information, description of functionality, purpose for policy/procedure, agency best practice information, etc.)
- Establish timelines for completing and implementing projects and activities.

Meeting Schedule:

Fourth Monday of alternate months with adjustments made as needed.

Membership and Staffing Responsibilities:

Membership on the IMAC QA Committee will be balanced to the extent possible. Representation from DHFS will include QA and/or policy staff from both FoodShare and Medicaid/BadgerCare Plus programs. County representatives will be selected by targeting varied areas of the state and including a mix of small and large counties. Current committee Membership:

Co-Chairs Brian Fangmeier, DHFS Jackie Bennett, Racine County	
DHFS Committee Members	County Committee Members
Melody August	Joanne Ator, Door County
John Haine	Jacae Coutant, Milwaukee County
Lisa Hanson	Robyn Johnson, Dane County
Pam Lohaus	Sherry Quirk, Rock County
Margaret Rosenthal	Chris Stanke, LaCrosse, County

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