

Income Maintenance Advisory Committee

Program Connections Subcommittee

Meeting Minutes

Friday, October 17, 2008

I. Attendees

The following persons were present: Michael Jacob (Covering Kids and Families); Mike Wineke (Dane County DHS); Erin Mader (Covering Kids and Families); Michelle Pauser (DHS); Margaret Rosenthal (DHS); Vicki Jessup (DHS); Mary Moyer (DHS); Wendy Metcalf (Columbia Co DHHS); Doreen Lang (Wood Co); Tim Gessler (Sheboygan Co); Liz Mahloch (Sheboygan Co); Shirley Kitchen (Dodge Co); Jim Bates (DCF); and Rebecca Brueggeman (DCF)

Attendees by phone:

Paula Lampley (Milwaukee Co HDS); Connie Mageland (Rock)

II. Approval of minutes from May 16, 2008 meeting

The minutes were approved.

III. Review of subcommittee membership and update charter

The membership list of the subcommittee was reviewed and updated. Doreen Lang from Wood County was identified as the new co-chair of the subcommittee replacing Tim Gessler. It was decided that a draft of an updated charter would be prepared and shared at the meeting in January.

IV. W-2 Updates – Rebecca Bruggeman

- Virtual Job Centers of DWD was described. While there are fewer job centers Job Service of DWD intends to continually upgrade their Job Center site so that employers can identify candidates whose job skills meet their employment needs, resumes can be developed, and job skills can be obtained on-line. Job Service plans on staff going into the community to meet with the public that may need their services.
- The SWICA tolerance level for W-2 and CC will be raised from \$300 to \$750 per person per quarter. An ops memo should be released end of November or December to describe this policy change.

V. Child Care Updates – Jim Bates

- Child Care will hold listening sessions around the state in December.
- The new authorization format should be in production soon. They will be stored in pdf and can be downloaded. Agencies can add worker email address if desired. The language on the notice has been updated. Sample notices were handed out.
- Child Care continues to work on the overpayment system.
- CCPI is being updated to .Net.

VI. Badger Care Plus for Childless Adults – Mary Moyer

- A power point presentation was made and handouts of the power point were provided.
- Federal approval has not yet been granted and the project may be delayed.
- There will be a new way to select an HMO online.
- Instruction/Direction to the agencies on transitioning FoodShare and Family Planning Waiver cases that meet the childless adult criteria is on hold until federal approval is received.
- Telephone signatures will be used
 - We are required to send a comprehensive written summary after the telephone signature. DHS and agencies agreed that they would prefer to use the application summary available through ACCESS rather than those on the CAF.
 - The telephonic signature must be audio recorded and stored in ECF for retrieval.
- Pre-eligibility questions/answers are important to minimize an application fee being paid by those who are not eligible.
- Agencies commented that they had no input in this process. Agencies indicated that they will help many individuals who can't access this program on their own. The number of county MA cases may drop but the staff resources will still be in demand. It will be harder to describe to county boards the need for staff if the caseload decreases. Another workgroup may need to address these concerns.

VII. FSET – Margaret Rosenthal

- Local agencies have right of first refusal. FSET plans are due 11/10/08. No plan will indicate there is no interest in administering FSET. DHS will then look for another agency to administer FSET and look at that provider's previous performance.
- FSET enrollment has dropped.
- Case management of FSET may have changed.
- Allocations may not drop in 2009 due to the reduced caseload but they could drop in 2010 if the caseload remains lower. There is a need to increase the caseload in 2009 in order to ensure future federal funding.
- FSET 50/50 is used for transportation, child care, and tools during the first few weeks of employment.
- There is a concern that FSET for job search is used mainly to access child care and that job search activities are not occurring. Agencies need to monitor individuals in job search.
- Agencies requested enhanced FSET information to be included with FoodShare information in the application or page1. FSET could be marketed to childless adults.

