

OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: CLTS Council			Attending: Council Members: Liz Hecht, Patti Becker, Sharon Fleischfresser; Mitch Hagopian; Chris Hanten (phone); Pamela Hencke; Wendy Heyn, Chris Hanten (phone); Barb Katz; Shakita LaGrant; Cherie Purdy (phone); Angela Radloff; Walt Schalick (phone); Lisa Stephan (phone); Beth Swedeen Public Attendees: Julie Forrest (FW Consulting); Kelly Blaschko (Genesee Community Service); Kim Ray (My Path Companies - ORP) DHS State Staff: Deb Rathermel; Laura Knott; Elizabeth Gullickson; Tara Sommersberger
Date: 1/22/2020	Time Started: 9:00 am	Time Ended: 3:00 pm	
Location: Holiday Inn at the American Center, 5109 W. Terrace Drive, Madison, WI			Presiding Officer: Liz Hecht, Chair

Minutes

Welcome – Introductions and Council Announcements (Liz Hecht, Chair)

- Individual introductions of Council members, DHS staff and general public.
- Barb Katz: Announces Wisconsin Family Caregiver Alliance has developed a family survey to target underserved populations with the goal of understanding forms of assistance that would be beneficial. The survey will be posted on the Family Action Network website, as well as Family Voices. Information gathered during the survey could help inform council's action items in the future. Would like to continue discussing this at future council meetings.
- Beth Swedeen:
 - Supported decision making guide is online now in English and Spanish.
 - The Circles of Life Conference will be held May 7-8. Form now available on their website for CLTS or Birth to 3 coverage of admission costs for families.
 - Caregiver Task Force: now has 29 members and meeting monthly. Active workgroups include Family Caregivers, and Direct Care Work Force. Workgroups are charged with putting together recommendations for Governor Evers. Discussion: questioning if children and family voices are being heard as part of this process. Might be too late to submit official recommendations. Task force would likely be open to good ideas. Patti and Barb to collect ideas for this.
- Wendy Heyn: Would like to remind everyone that 2020 is a voting year. Disability Vote Coalition has provided posters in the back of the room, and materials are online for printing.
- Pamela Hencke: Has gotten a grant approval from United Way to begin providing Parent Cafes to open soon in Brown County.

Operational – (Liz Hecht, Chair)

- Approval of October 16, 2019 Meeting Minutes
MOTION: Mitch Hagopian made a motion, seconded by Barb Katz to approve the draft meeting minutes. Motion passed unanimously.





DRAFT - CLTS
Council October 16 2019


Public Comments: None


Reflection of 2019 and Planning for 2020


- Review of 2019 Council meeting Priorities and 2019 BCS accomplishments
 - Handouts:


 FSDRCshortrev.pdf


 Priorities2019-20.pdf


 2019-2021budgetrec
sfin.pdf


 CCLTSstrategicplan2
019.doc


 BCS Project
Summary 2020.xlsx
 - Reflection Discussion:
 - Main CLTS Council priority was addressing the waitlist. Over 6,000 additional children enrolled.
 - Highlights of BCS accomplishments included: implemented statewide fee schedule, launching formal communications with families and providers, conducted a statewide meeting with attendance with over 400 people, closed out two CMS corrective action plans, secured funding to increase GPR for Birth to 3 Program, partnered with DCF to create an automated way to send CAPTA referrals to Birth to 3 programs, issued a joint memo with DCF that highlighted joint responsibility to service children with disabilities, first edition of the Children's Scorecard, transferred Katie Becket intake to a web-based system, and led workgroup to inform the BCS Program Access initiative as CompassWisconsin: Threshold contract sunsetted.
 - CLTS Council Highlights: put together recommendations and educated the department and governor about main budget priorities, had active discussion about increasing access and educating families, discussed concept of resource centers and "no wrong door" approach, made progress on educating families and providers about EPSDT.
- Discussion of Project Summary
 - Review of 28 BCS critical projects for 2020
 - Highlights: Recommendations from the Council will be important for the Waiver renewal project, the Access project, and the Waiver appeal changes.
 - Discussion: Health Equity will be main focus of all projects. Family and council involvement in work of BCS to be Council focus.
 - Activity: All members reviewed projects, and stated their top four. Liz to tally results and bring to next meeting.
 - Question: Is there anything not on the list?
 - Mitch: List does not include issue of eligibility criteria for DD target group not including those with IQ over 75.
 - Deb: This issue will be included in priority #26.
- Discussions of Recommendations to go to the Secretary
 - Reviewed recommendations for last budget cycle
 - Discussion of need for continued funding to address waitlist.
 - Council's voice has been strong asset to support continuous funding for the program.
 - Appears that decision-makers may be confused about the problem, thinking the problem was already solved with initial waitlist funding.
 - Want to ensure all children who are eligible are serviced by the program.
 - Current process of providing waivers of funding, which has affected the rate of which counties can enroll kids as funding is unpredictable. Counties need assurance of funding to keep going.
 - Counties also experiencing increase of referrals, with difficulty of training staff and keeping up capacity to meet demand.
 - Consider incorporating language that removes financial and administrative barriers.
 - Family support resource centers another recommendation carryover.
 - Discussion of naming convention.
 - Need to get all stakeholders involved at the right time so everyone involved in finding a solution. Will need WCHSA on board. Lisa will seek guidance from the WCHSA LTC PAC on their inputs, Liz offered to attend the upcoming LTC PAC meeting if desired by PAC.
 - Discussion of funding a role similar to ombudsman services, and Disability Benefit Specialist (DBS) from the ADRCs.
 - Liz to draft up recommendations, solicit individual feedback from members, and bring to next meeting.

BCS Updates:

- BCS Program Access Initiative Status and Next Steps (Deb):



Access Advisory
Committee Summary.

- The Access Advisory Committee's first meeting is planned for March 18, 2020 from 9 a.m.-3 p.m. Committee will not be meeting February 5 as previously planned. More time is needed to plan this meeting, and the proposal is still being vetted internally. Once the proposal is reviewed it will go through the AO's office, then the Secretary, then WCHSA, and then to the original Access Workgroup and the CLTS council.
- Based on recommendations submitted, the committee will now be composed of the following participants:
 - County Representatives (6)
 - Families (6)
 - Advocates (3)
 - State Partner Agency Representatives (6)
- Deciding Together- Toolkit and next steps (Tara):



CLTS Waiver



Deciding Together

Program Deciding Together Visual and Instruction

- Toolkit was developed to help counties fully implement Deciding Together.
- Counties are expected to implement completely by January 1, 2020.
- Feedback from council: In the past there have only been informal logs of conversations with counties and families, which was difficult to follow up on. This practice makes it formal, and families are getting copies of this, which is really helpful.
- BCS is planning for future training to counties.
 - Council recommends families be part of the workgroup to help develop training.
 - Council recommends families be a part of Regional Meetings in the spring to help tell their stories of the impact of the tool.
- BCS is planning for the annual record review and will have initial data points by July of this year.
 - Council recommends that Deciding Together be part of family experience surveys.
 - Council recommends that BCS think about how to utilize a strategy like the goal cards produced by CYSHCN.
- BCS is providing Technical Assistance Oversight to counties as well.
 - Focused on making sure tool is truly being implemented in practice.
 - Understanding that documentation should naturally reflect the actual conversations SSCs have with families.
- Waiver Rates Status and Outliers Data:

Outlier Statistics
Totals January 2020

- Council requests clarification of outlier data at next meeting. Also, wants information on the outcome of the family in terms of receiving and accessing that service.
- Deb to invite Julie Strenn to next meeting.
- CLTS Waitlist (Deb):

County Tables for
the Wait List Elimination Map

P-01689 CLTS

Case Load

- Information on handouts show counties and the average length of time spent of the current wait list as of December 31, and current waitlist per county.
- Statewide 10,268 children are enrolled, and 1,006 on the waitlist as of December 31, 2019.
- Waiver Manual (Beth Gullickson):
 - Current status of the Manual:
 - Current final chapters: 1,3, 4, and 5
 - Current draft chapters, closed for comment: 2, 6, 7, and 9
 - Next chapter to come out in draft form for public comment: 8
 - Feedback:
 - Some newer chapters of the manual are hard to follow. Last chapter public comment was cut to 21 days, and was difficult to provide comment as this time was over the holidays.
 - Goal of the manual is to be useful and informative.
 - Benefits at a Glance Brochure:
 - Positive feedback from council.

CLTS Benefits at a
Glance 1-15-2020.pdf

- Children's Incident Report Tracking System:
 - BCS working towards online tracking system or incident reports, with tentative schedule for go live in the spring.
 - New bulletin for families:



Incident report Rev
12-cpk.pdf

- Health Check Other and PA Data:



Childhood_PA_Data
20191231.pdf

- Council feedback: Data is confusing without Pam present to communicate the data.
 - Council asks for more information on the nursing services and personal care worker services transition.
- CLTS Provider Directory Status: Tabled due to time.

Emerging Issues:

- Council membership: currently 3 openings. Majority of members on the council should be parents, and all three vacancies should be parents. Want to explore standards of participation, and other pathways that we could use to encourage participation. Think about how we can bring meetings to families.

Future Meeting Agenda Planning:

- Waiver application development and providing opportunities for broad participation.
- Budget initiatives–Liz to draft proposal.
- BCS to bring more information on HealthCheck Other data.
- Next meeting Wednesday, April 15, 2020.

Adjournment

- MOTION made by Barb Katz, seconded by Beth Swedeen to adjourn the CLTS Council meeting–motion passed unanimously.

Prepared by: Beth Gullickson on 1/25/2020.