

OPEN MEETING MINUTES

Name of Governmental Body: Council for Children with Long-Term Support Needs		Attending: Wendy Heyn, Patti Becker, Kelly Blaschko, Kerry Blondheim, Anouvong "Toto" Chanthavixay, Christina Courtney, Anne Dent, Lisa Hankes, Pamela Hencke, Michelle Mattox, Angela Milne, Katy Morgan-Davies; Marianne Novella, Cherie Purdy, Angela Radloff, Walt Schalick, Jessica Seawright, Lisa Stephan, Beth Swedeen, Sandra Tierney, Danielle Tolzmann, Jamie Willett, Elizabeth Williams. Excused: Windsor Wrolstad Absent: David McGinley State Members: Deb Rathermel, BCS; Becky Granger, BCS; Beth Gullickson, BCS; Tara Sommersberger, BCS; Kelsey Vincent, BCS; David Sorenson, BCS; Zach Bauer, BCS; Sarah Ybarra, BCS; Nancy Bills, BCS; Tiffany Schanno, BCS Michelle Lund, DPH Public Members: Cole Christner; Tonya Christner; Danielle Bauer; Ashley Hoover; Lisa Reindl; Kristine Serwe; Melissa Havermann.
Date: 11/5/2025	Time Started: 9:03 AM Time Ended: 1:38 PM	
Location: Virtual Zoom Meeting		Presiding Officer: Wendy Heyn, Chair

Minutes

Welcome: Call to Order, Greeting, and Introductions

- Council Member Updates and Announcements
 - Many council members received an email regarding public records training.
 - Update following meeting, confirm council members are to take the Cornerstone training.
- Federal Update Relevant to CLTS Adjacent Programs/Services
 - Federal Government shut down since October 1, 2025, due to impasse in congressional budgets
 - Food Share benefits delayed (update, issued November 6 following federal court order that directed the federal government to full the full payment)
 - Furloughs for many federal workers impeding coordination of programs
 - Many Medicaid adjacent programs and services, including grants across the country impacted due to the withholding of federal contribution during the shutdown.

Approval of Minutes

Motion to pass draft minutes from August 6, 2025 (<https://www.dhs.wisconsin.gov/cltsCouncil/clts-minutes-20250806.pdf>)

MOTION TO APPROVE made by: Katy Morgan-Davies; SECONDED by: Kelly Blaschko

Public Comments:

Danielle Bauer thanked CLTS for their work and support.

Deb Rathermel discussed Danielle Bauer's involvement in the CLTS Council in pushing strategies for timely enrollment requirements.

Ashley Hoover requested council address inconsistent support/services and consider more support for families in this area.

Deb Rathermel addressed question from Jamie Willett on how a member of the public can register to attend council meetings.

Wisconsin Wayfinder & Children's Resource Guides

- Updates from Michelle Lund
 - Wisconsin Wayfinder Background: Leveraged existing infrastructure to create a statewide system to connect families and professionals to free information and referral services.
 - Wisconsin Wayfinder is a toll-free number and website that connects families and professionals to one of five children's resource centers in the state.
 - During first 20 months of operation:
 - 1,633 calls
 - 2,315 forms completed from all 72 counties (88% completed by parents and 12% by professionals/providers)
 - 3,500 information and referral contacts
 - 9,069 information topic discussions
 - Upon the launch of Wayfinder, call volume increased, demonstrating that marketing efforts were working.
 - Call volumes tend to be lower in the Fall and increase during Summer.
 - Wayfinder webpages have been viewed by 138,090 people with over one million events.
 - Top 10 Referrals made by CRCs include Behavioral/Mental Health, CLTS, and Health Care. These categories reflect have not changed much since Wayfinder's launch.
 - Top 10 Topics Discussed include Medical Home Concept, Emotional/Mental Health, and Community Resources.
 - Wayfinder is supported by the Title V Block Grant, although funding has ended for additional marketing pieces. Additional funds are needed for seasonal increases in call volume.

CLTS Program Data Quarter 3 2025

- CLTS Program Enrollment and Disenrollment
 - Year over year increase in enrollment from 2022-2025
 - Decrease in children funded but not enrolled as of Q3 2025
 - Stable trend of around 400 children enrolled per month from 2024-2025
Stable trend of around 200-250 children disenrolled per month from 2024-2025
 - Top disenrollment reasons included Waiver Agency Transfer, No Longer Accepting Services, and Transition to an Adult Long-Term Care Program.
- CLTS Program Appeals for 2025
 - 81 petitions filed January to September 2025
 - Top decision for petitions filed January to September 2025: Dismissed, Pending, Withdrawn
 - 42 petitions related to supports and services filed – top categories included home modifications, new items, and respite.
- CLTS Program Evidence Report
 - There are 27 performance measures the Wisconsin Department of Health Services (DHS) must track to make assurances to the Centers for Medicare & Medicaid Services (CMS) on key areas of waiver operations
 - The data sources for these measures include administrative systems, record reviews, and participant surveys
 - Remediation and Program Improvement Activities
 - Minimum compliance threshold for performance measures is 86%
 - DHS must implement remediation and quality improvement for any measure below 86%
 - Performance Monitoring
 - Analysis conducted regularly
 - Results used for federal reporting, identifying program deficiencies for remediation, and informing program improvement activities
 - Federal Reporting Requirements
 - 372 Report is the annual report for each waiver year
 - It reports on CLTS Program performance in meeting federal assurances and other key aspects of waiver operations
 - The Evidence Report is a single report in the year before the approved waiver expires
 - It summarizes program performance across the first three years of the waiver
 - Submitted March 2025

- CMS Review of Wisconsin’s Evidence Report: Compliance
 - Areas in compliance: Qualified providers, financial accountability
- CMS Review of Wisconsin’s Evidence Report: More Information Needed
 - CMS requested more information on: Administrative authority, Level of care, Health and welfare, Service plans.
 - Data from October’s response to CMS: DHS performance measures for Service Plans and Health and Welfare were 93% and 95% in 2024, respectively.
- Federal Performance Measure Results – CMS Request for Additional Information
 - DHS performance measures for Administrative Authority and Level of Care were at 76% and 80% in 2024, respectively.
 - Health and Welfare performance measures were at 83%.
- Next Steps
 - Response submitted to CMS 10/20/2025
 - Monitoring continues to inform technical assistance priorities at statewide and county levels

Updates to Deciding Together

- Project Goal
 - Deciding Together is the team approach used in service planning and decision making IN CLTS.
 - The Deciding Together instructions and resources are undergoing updates to improve clarity, support uniformity in understanding, including specific attention to acknowledging the need to consider cost effectiveness principles in the decisioning guide.
- Project Impacts
 - For SSCs, participants, and families: updated resources that include supportive specificity and cost-effectiveness principles to guide conversations around service planning to meet outcomes and goals.
 - More transparency and support around decision making.
- Overview of CLTS Program Deciding Together Guide, Steps 1 and 3
Deciding Together Process: Five Steps
 - Step 1: Identifying Outcomes
 - Step 2: Thinking Creatively
 - Step 3: Weighing Options
 - Step 4: Developing the Plan
 - Step 5: Evaluating the Plan
- Council members received a draft of the updated instructions for awareness and soliciting of inputs in advance of finalizing the materials. .
- Steps 1 and 3 reflect the largest changes in the instructions:
 - Step 1: Identifying Outcomes
 - Outcomes are the specific steps that help participants meet their overall goals.
 - Step 3: Weighing Options
 - Asking which of the options would be effective.
 - Teams must consider both cost effectiveness of options and which would be reasonably expected to work.
 - Options should meet outcomes, comply with regulations, promote quality and long-term results at the best value.
 - Principles of Cost Effectiveness outlined:
 - Overall cost and benefit of different options
 - Comparison of cost and benefit over time
 - Portability of support/service
 - Durability of support/service
 - Comparability
 - Does it meet the child’s needs without adding costs that don’t improve how it meets needs?
 - Support/service must meet specific requirements for the environment: rental agreement, zoning codes, HOA
 - Following discussion and inputs council members asked to share any additional inputs in the next 2 weeks.

Waiver Medicaid, Katie Beckett Medicaid, and CARES Updates

- Systems updates
 - Access Modernization and Katie Beckett Medicaid (KB MA)
 - KB MA integrated into CARES system October 2024.
 - Starting in November 2025 families can now use the MYACCESS app to track applications, update documents and view status.
 - The MyACCESS account can be linked to other programs/benefits to manage everything in the same place.
 - Members will be able to complete annual renewal for KB online.
 - KB members and community partners will receive updates on these changes through flyers and online campaigns.
 - CLTS Eligibility (Eligibility & Enrollment System Auto Disenroll)
 - Starting January 2026, as part of a systems clean up initiative, children in CLTS will be systems disenrolled from CLTS if their Medicaid ends.
 - Notice will be sent 45 days in advance and at adverse action.
- Policy Updates
 - Medicaid Redetermination Compliance
 - Operation Memo 25-17: require states to maintain coverage while completing regularly scheduled renewals as long as the renewal is received before the end of the month it is due.
 - States to maintain existing coverage until it is determined if a member qualifies for a different health care category.
 - Operation Memo 25-19: The Disability Determination used for Katie Beckett Medicaid Bureau of Clinical Policy & Pharmacy uses the same criteria as the Social Security Administration (SSA) and the Disability Determination Bureau.
 - Katie Beckett Disability Determination Updates
 - To align with federal rules, KB MA members with current disability determinations are considered disabled for the purposes of FoodShare.
 - Medicaid Enrollment and CLTS Waiver Program Eligibility
 - Upcoming memo to address: defining qualifying forms of MA for participation in the CLTS Waiver Program – defining county waiver agency responsibilities when assisting applicants and participants on a qualifying form of MA for participation in the waiver program – step-by-step operational guidance for counties to use.

Bureau of Children's Services (BCS)/CLTS Key Projects in Quarter 4 2025

- CLTS Market Rates & Service Alignment
 - Project purpose: to address feedback from County Waiver Agencies wanting a better understanding on authorizing on three CLTS market rate services:
 - Empowerment and self-determination support
 - Family/unpaid caregiver supports and services
 - Health and wellness
 - The discovery phase focus is on communicating discovery of misalignment with services and on education to providers and county waiver agencies (CWAs).
 - Next Steps: DHS worked with CWAs through operational impact discussion meetings.
 - DHS plans to strengthen policy language and explore potential service options during the CLTS Waiver renewal in Fall 2026.
- CLTS Timely Enrollment Corrective Action Plan (CAP)
 - Memo 2024-02 initiated January 2025: Counties far exceeding 100 days of delayed enrollment placed on a corrective action plan. This included 11 counties.
 - All CWAs on a CAP have made progress towards reducing wait time and number of participants waiting.
 - Each CWA submits a status report on progress toward compliance.
 - All CWAs projected to be compliant by early 2026

- Waiver Renewal
 - Overview of CLTS Program Waiver Renewal process and requirements
 - Planning to issue a draft application renewal in July 2026, and application must be approved by Jan. 1, 2027.
 - Potential changes to the waiver: clearly defining the service package, supporting SSCs, improving coordination between CLTS and other MA services, reviewing program requirements.
 - Initial Input phase completed; further inputs can be shared at DHSCLTSWaiverRenewal@dhs.wisconsin.gov
 - DHS will continue to share updates and secure input from the council through the renewal process.

Next meeting date

- February 4, 2026

MOTION TO ADJOURN: 1:38 pm, made by: Kerry Blondheim; SECONDED: Walt Schalick

Prepared by: Sarah Ybarra on 11/5/2025.

These minutes are in draft form. They will be presented for approval by the governmental body on: 2/4/2026