

## OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: CLTS Council			Date: 10/14/2020	Time Started: 9:00AM	Time Ended: 2:00 pm	Attending: Council Members: Liz Hecht, Barbara Katz, Walt Schalick, Lisa Stephan, Mitch Hagopian, Chris Hanten, Patti Becker, Beth Swedeen, Sandy Tierney, Pamela Hencke, Shakita LaGrant, Wendy Heyn, Sharon Fleischfresser, Cherie Purdy, Jonelle Brom, Katy Morgan-Davis, Maggie Mitchen, Kelly Blaschko Kelly Blaschko, Walt Schalick
						Members Not Present: Jonelle Brom, Nissan Bar-Lev, Naomi Beahm, Todd Breaker, Kirsten Menningen, Katy Morgan-Davies, LaKesha Pettigrew, Angela Radloff,
						Public Attendees: Bill Perez, Julie Forrest, Ida Winters
						DHS State Staff: Deb Rathermel; Autumn Knudtson; Sarah Kate Johnson; Dan Kramarz; Curtis Cunningham, Lori Garsow; Alex Cammilleri, Lori Witteman, Alyssa Zirk, Sue Larsen, Kat Van Hampler, Laura Hanson, Jessica Gehr, Kelsey Vincent, Lydia Essenmacher, Donald LaBarre, Dave Varana, Nicole Miller
Location: Zoom						Presiding Officer: Liz Hecht, Chairperson
Minutes						

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

- Individual introductions of Council members, Wisconsin Department of Health Services (DHS) staff, and general public.
- Council Member Updates and Announcements
  - Self-Determination Conference October 26-28 (virtual)

### Operational–(Liz Hecht, Chair)

- Approval of July 15, 2020, Meeting Minutes  
MOTION: Barbara K. made a motion to approve the draft meeting minutes, seconded by Patti B. Motion passed unanimously.
- Confirm 2021 Meeting Dates
  - January 13, April 7, July 14, October 13, 2021

### Public Comments: None

### BCS Updates/News to Share

- **Waitlist Funding–Q4 2020 Plan**
  - Beginning in 2021, CLTS will be moving to a statewide administration of the program budget and waitlist. This will include a statewide system of enrollment with elimination of county-specific service allocation budgets.
  - DHS will be issuing contract amendments to counties funding all children still on the waiting list.
- **Waitlist Webpage** (<https://www.dhs.wisconsin.gov/clts/waiver/family/waitlist.htm>)
  - The council reviewed an updated webpage that showed wait length time to enrollment by each county. <https://www.dhs.wisconsin.gov/publications/p02589.pdf>
  - DHS' expectation is that each county will have a consistent enrollment length time of 0-60 days.

- After a county waiver agency (CWA) completes a functional screen with a child and family, the CWA enters the child's information into the Program Participation System (PPS) statewide list; CWAs will enroll eligible children from the statewide PPS waitlist.
- Feedback and Discussion
  - County Capacity and Infrastructure
    - DHS will be responsible for the funding and monitoring of this funding for each child enrolled. Counties will no longer make these determinations locally.
    - There was discussion regarding how county capacity to serve children will impact the new statewide enrollment process. Discussion included CWA ability to use contractors to help serve children where counties don't have the capacity to serve and CWA ability to negotiate their support and service coordination rates as a method to hire staff.
    - DHS will monitoring variability of enrollment across CWAs and address any CWA-specific situations or delays.
  - Use of the term "waitlist"
    - There were suggestions to refer to the statewide waitlist with a different terms since the new "waitlist" will be a continuous enrollment process as well as move away from the usage of the term "slots"; this will be addressed in future discussions.
  - Data Tracking
    - Some families choose to not enroll right away when they come up as enrollable off the waitlist. They are then deferred but remain on the waitlist until they are ready to enroll. This data will be monitored as a part of implementation.

### DMS Restructuring Status

- DMS has been reorganized under three functional area categories:
  - Program Benefits and Service Delivery (all of long-term care, Medicaid benefits under acute and primary)
  - Systems Fiscal and Operations
  - Eligibility and Enrollment



DMS Organizational  
Chart.pdf

- There are five bureaus in the Benefits and Service Delivery Functional Area, including BCS.



Bureau  
Descriptions.pdf

- Three programs are coming to the Bureau of Children's Services (BCS) effective September 22, 2020:
  - Care4Kids, a collaboration between DHS and the Department of Children and Families (DCF) to work holistically to meet medical and community needs of children in out of home care,
  - Children Come First and Wraparound Milwaukee, programs in Dane and Milwaukee counties that serve children with significant mental health needs, and
  - Children with Medical Complexity (CMC).

### CLTS Waiver Renewal Status Update

- This initiative is conducting a large effort to collect stakeholder and family feedback.



CLTS Family Outreach  
Metrics.docx

- There were three family input sessions conducted in October (10/7,10/8,10/9).
  - 108 individuals attended across three sessions.
  - Variety of perspectives were represented across regions and age groups of participants and affiliation to program.
  - Themes from feedback included:
    - CLTS is helping families get care for their child.
    - Families need more support such as parent to parent support and emotional support, support for siblings.
    - Lack of providers.
    - Inconsistency across counties and across Support and Service Coordinators (SSCs).
    - Need for more information on what is available in the program and community services available.
    - More formalized safety and community planning for their child.
    - Increase food and nutritional supports.

- Family Input Next Steps
  - Presentation will be posted to the CLTS website and will be translated in Hmong and Spanish.
  - Conducting a survey to collect family feedback, over 125 responses so far, closes 10/16/20
- Initiative next steps include: discussion about provider shortage, methods to elicit more providers in CLTS and racial equity as a priority, especially as BCS identifies waiver renewal changes.

### CLTS Provider Directory

- A statewide provider directory has been developed in three phases in response to a CMS corrective action plan; it is now online and available to CWAs and families.
- There are a variety of ways that one can search for providers on the directory (<https://www.dhs.wisconsin.gov/clts/clts-provider-map.htm>):
  - Locate a provider based on the countywide map
    - Clicking on each county will bring up a result of all providers registered to provide services in the county
  - Locate a provider by service
- DHS will continue to complete verification that all providers meet initial qualifications and licensing requirements.
- CWA will determine providers fully qualified, including verification that the provider has the training for the specific needs of the participant, conduct caregiver background checks.
- [DMS Numbered Memo 2019-10](#) includes details and requirements for the provider directory and registry.
- A comment was shared recommending easier descriptions for the services available for families to understand as they view the directory and find providers (i.e. services at a glance page).

### COVID-19

- BCS has communicated a variety of operational guidance to CWAs during COVID-19, including:
  - Tracking enrollments and giving operational instructions to CWAs on COVID-19 allowances and provisions.
  - Suspended annual functional screens during the pandemic.
  - Supports to CLTS during school services which instructs CLTS to apply flexibility with services to support families for remote school, not supplanting IDEA, and letting go of the concept of typical school hours.
- Data Points: CLTS 2020 Service Provision Update



CLTS 2020 Service  
Provision Update\_10.1

- Three Key Questions that DHS has been monitoring
  - Has there been a significant change in the number of children receiving services?
    - Every month saw an increase from January-June
  - Has there been a significant change in the average amount of services each child receives?
    - There was not significant change January-May
    - June-August saw an increase in amount of services
  - Has there been a significant change in the types of services each child receives?
    - Overall, first five months of the year no major changes. Changes occurred beginning of June.
    - Increase in respite services beginning in April to August
      - Significant increase especially beginning in June likely related to respite summer camps
    - Support and service coordination decreased June to August
- Discussion
  - Common trends despite the pandemic
    - It is common for respite services and other services to increase in the summer
    - Looking at the potential of acuity that can impact services

### BCS Program and Access Initiative

- Status update and CLTS Council Role. The council reviewed the initiative work plan, which includes DHS action items that do not need funding as well as areas that required DHS funding to implement.



~ Workplan - Nov 11  
meeting - CLTS COUN

- There was also discussion about the council role and how to effectively provide input on the Access Initiative. Suggestions included: continue to keep the Access Initiative as an ongoing agenda item for each council meeting and creation of a sub-committee for the full council to contribute to the initiative.
- The phases of the access initiative include:
  - Transition from Compass Wisconsin: Threshold to county administration.
  - Katie Beckett will continue to be within DHS until some system issues are worked out before turning to CWAs for responsibility. Goal to move to CWAs by January 2022.

### **Survey Briefing and Council Discussion: National Core Indicators (NCI) Survey, Birth to 3 Program Early Childhood Outcomes (ECO) Survey, CLTS Family Survey**



CLTSSurveyResults\_PP T\_2020 (002).pptx    CLTS Summary of Domain Analysis (002)

- DHS administers surveys each year to drive improvements.
- Summary of findings
  - Opportunities of Improvement
    - Equipment and accommodations access
    - Information from care team
    - Transition planning
- Council feedback included:
  - Starting conversations sooner for transition goals, such as 14 years old
  - Making sure families know their options
  - Continuity of services between CLTS and Family Care/IRIS
    - Each program operationalizes these services differently and how do we best support a seamless transition to account for this
  - Schools should also be involved in these planning conversations
  - Supporting County SSCs to coordinate with Aging and Disability Resource Center (ADRC) coordinators

### **2021 Council Priorities and Planning**

#### **DHS Priorities**

- Focus on racial equity
- Focus on transitions and coordination of care for children involved in multiple programs
- Waiver Renewal, drafting waiver application early 2021
- Remote Provision of Services, operationalizing this work in 2021
- Improvements to waiver appeal instructions
- Updates to the CLTS Waiver Manual, anticipated completion end of 2020
- Creation of a statewide enrollment process
- COVID-19 Operations, transitioning back to typical operations sometime in 2021
- Deciding Together, operationalize additional standardization
- Functional Screen Project- Phase 2, working on both clinical instructions and algorithm
- Compass Wisconsin: Threshold transition and Katie Beckett streamlining and efficiency work
- Access Initiative

#### **Feedback from Council**

- Access Initiative, including tracking trends to confirm access CLTS and programs are unchanged
- Wanting to embrace anti-racist framework, including increasing representation from diverse families on the council
- HealthCheck Other services and access to Medicaid services, including what this access looks like and how to help families navigate this better.
- Disability Support Resources
- Child and Family Resource Center
- County Infrastructure and making sure this is consistent
- More conversations will be conducted by the council to determine plans for 2021

[https://cltscouncil.wisconsin.gov/clcfiles/docs/CltsCouncilCharge\\_2017.pdf](https://cltscouncil.wisconsin.gov/clcfiles/docs/CltsCouncilCharge_2017.pdf)

<https://autismcouncil.wisconsin.gov/>

Prepared by: Alex Cammilleri on 10/14/20.

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