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Governor



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**INCOME MAINTENANCE ADVISORY COMMITTEE (IMAC)**

**Thursday, July 19, 2018**

**1:00 – 3:30 p.m.**

**Dane County Job Center, 1801 Aberg Avenue - Ballroom, Madison, WI 53704**

**Or online at <https://connect.wisconsin.gov/imac/>**

**For audio, dial 877-820-7831, access code 361278**

**MINUTES**

**Non-State Attendees:**

Jenny Hoffman, Bay Lake / Brown Co.	Chelsey Groessl, Bay Lake / Brown Co.
Kris Parkansky, Bay Lake / Marinette Co.	Cindi Flynn, Capital / Adams Co.
Ron Redell, Capital / Dane Co.	Stephanie Ronnfeldt, Capital / Richland Co.
John Rathman, East Central / Outagamie Co.	Mitch Birkley, East Central / Calumet Co.
Annett Mooney, East Central / Marquette Co.	Ann Kriegel, East Central / Winnebago Co.
Ronda Brown, Great Rivers / St. Croix Co.	Nicole Rolain, IM Central / Marathon Co.
Katie Gonzalez-Martin, IM Central / Portage Co.	Melody Larson, Moraine Lakes / Walworth Co.
Brenda Zweck, Moraine Lakes / Walworth Co.	Doreen Lang, Northern / Wood Co.
Mendy Chesebro, Southern / Crawford Co.	Jill Johnson, Southern / Jefferson Co.
April Heim, Southern / Rock Co.	Lorie Graff, Western / LaCrosse Co.
Kimm Peters, WKRP / Kenosha Co.	Claribel Camacho, WKRP / Racine Co.
Melissa Kagigebi, Lac Courte Oreilles Band	

**State and Federal Attendees:**

Renee Aschenbrenner, DHS	Amy Bell Ferries, DHS
Andy Best, DHS	Emily Carlson, DHS
Dale Crapp, DHS	Becky David, DHS
Lisa Hanson, DHS	Rebecca McAtee, DHS
Jennifer Mueller, DHS	Shena Smith, DHS
Angela Stanford, DHS	Anasthasia Vakunta, DHS
Kat Van Hampler, DHS	Debbie Waite, DHS
Emily McFarland, DCF	Nicole Price, DCF
Mai Le-Yuen, CMS	

1. Administrative Issues – Debbie Waite and John Rathman

- Report attendance on-site by signing the sign-in sheet and, if attending remotely, by e-mailing Andy Best of your attendance. E-mail is [Andrew.Best@dhs.wisconsin.gov](mailto:Andrew.Best@dhs.wisconsin.gov)
- Debbie Waite thanked Andy Best for his technical support of the meeting and Lisa Hanson who is serving as minute taker.
- John Rathman recognized Jenny Hoffman, Operational Lead for Bay Lake consortium, who is taking a director level position within Brown County and is transitioning out of her IM operational lead role. Many kudos and thanks were shared with Jenny in recognition of her service to WCHSA and her role as IM tri-chair. John also announced that Doreen Lang, Operational Lead for Northern consortium will be moving into the IM tri-chair role.

2. Approval of June 21, 2018 Meeting Minutes – Debbie Waite

- Motion to approve the minutes was made, seconded and passed by voice vote.

3. DCF DHS Joint Discrepancies Work Group -- Emily McFarland – DCF  
See “DCF/DHS Cross-Department SWICA Initiative” handout.

- Emily McFarland from DCF OIG provided a status update on a cross-department (DCF and DHS) project that is focusing on SWICA discrepancies.
- The SWICA work group started in March, is on track and should have high level solutions to management by mid-fall 2018.
- There is strong support from both DHS and DCF Secretary Offices to resolve the discrepancy issues.
- The workgroup has broad based representation from DHS, MiES and DCF Policy, Systems, Training, and Quality Control, for a total of 25 staff.
- A multiphase approach is being used to identify problems and prepare solutions.
- 60 discrepancy issues have been identified. The work group is working through 45 of them and currently has 7 left to complete before moving on to the next phase.
- Not all the SWICA discrepancy issues may be resolved, however, there will be significant improvement made.

Consortia asked how their feedback would be solicited. Existing IMAC related forums will be used for this purpose.

4. Policy Update - Rebecca McAtee

- Rebecca McAtee announced a staffing change within the Bureau of Enrollment Policy and Systems (BEPS). Sabrina Mandel, currently serving as Health Policy section chief, will be moving to a part time role within BEPS. Autumn Arnold will be serving as interim contact for this section while recruitment occurs. Sabrina will continue to work on major policy implementation initiatives in her new role.

- Rebecca shared information that Nova Dia, a technology provider that supports free web based services for farmer’s markets, is going out of business and will no longer be supporting this functionality. About eighteen markets in Wisconsin are impacted. A list of those markets will be sent to IMAC group.
- Rebecca provided a status update on the progress of the Farm Bill and some of the key components contained in the House and Senate versions of the bill. Each house has passed its own version of the bill but bringing them together will require significant negotiations. There is unlikely to be quick action over the summer months but September 30 is the target date for resolution within the federal budget cycle.

See attached “Title IV Summary of House Farm Bill”.

Consortia Question: What is impact of Kentucky litigation from which an injunction was imposed on work requirements? Answer: Injunction is not anticipated to impede negotiations or approvals with CMS on similar proposed waivers.

Consortia Question: What is status of conversations with CMS on 1115 waiver? Answer: Regular conversations are occurring on different elements – progress is occurring but more slowly than anticipated.

#### 5. SharePoint Management Update - Kat Van Hampler

See “SharePoint” handout.

- Starting in late 2017, Andy Best was trained on the process of granting access to SharePoint and has now taken on that responsibility. The turn-around time for requests has improved significantly.
- To request access to SharePoint, the request should be submitted to [DHSConsortiaWiEXT@dhs.wisconsin.gov](mailto:DHSConsortiaWiEXT@dhs.wisconsin.gov). Request should include name, e-mail address, WI EXT ID, worker position, desired security level, and whether access is being requested to the consortium site and/or consortia reports.
- CARES security will be taking over the requests for SharePoint access and removal some time in the near future.
- The CARES access request form will be changed to include SharePoint.
- Northern consortium has been piloting enhancements to the following items in SharePoint.
  - Calendars
  - Permissions – Supervisor only folder
  - Wiki links

#### 6. CARES Call Center Update – Rebecca David

- There are no new Ops Memos coming out.
- The Authorized Rep Ops Memo is being amended and is going through the approval process.

- Control-D access has been changed to a worker's WAMS ID. If a worker is logged into the Gateway page, Control-D will automatically open. A CARES Coordinator Notice was sent.
- On 7-11-18, fixes were put in regarding the Asset Verification System (AVS) error but two additional issues were discovered.
  - The cascading for BadgerCare to Medicaid – manual request is not available
  - Disappearing alert – the alert is set correctly and viewable to the workers. Once a worker has visited the CWW page, the alert is systematically updated and cleared. Workers should follow the process as outlined in the Ops Memo.

A CARES Coordinator Notice will be issued to provide guidance on AVS. An AVS Q/A will be published in the near future.

Consortia Question: Is DHS tracking the efficiency of AVS? The delay in requesting verifications could impact the timeliness of case processing.

#### 7. Regional Enrollment Network (REN) Update – John Rathman

- Registration is now open for the 2018 conference scheduled for October 2 and 3 at the Heidel House in Green Lake. Focal topic will be federal funding for navigators and assistors – current funding allocated to Wisconsin is about \$200,000, which is a decrease from previous years. Another strategy is to find private funding which can be used to draw down federal funding.
- John noted that the REN group continues to meet via monthly conference call. He and Lori Graff are primary IM participants. The group is still hoping to get a DHS point person to replace role previously supported by Craig Steele.

#### 8. Income Maintenance (IM) Funding & Contract Updates - Debbie Waite/John Rathman

- Debbie Waite thanked the operational leads for supporting quick review and turnaround by their fiscal staff of the FFY 2017 overmatch reports. Bureau of Operational Coordination staff are using that confirmed data to calculate enhanced funding amounts which will be paid to consortia in the fall.
- Debbie Waite noted that the 2019 IM contract negotiation group met on July 9 and exchanged lists of proposed changes. DHS and WCHSA are reviewing each other's lists and will be exchanging additional feedback in the next few weeks. A follow-up teleconference meeting of the negotiating group is scheduled for August 9 if it is needed.

## 9. Consortia Feedback – John Rathman

- John Rathman shared that consortia have reported a slight uptick in contacts and developments from the Work Number vendor about the continued availability of the free service and fee options to replace it, including contacts related to child support. This development was also raised as a concern during 2019 contract negotiations. Consortia will develop a tool to collect data and information from consortia/counties on status of the Work Number tool, recent vendor contacts, and how and how much data is actually being used from the tool.
- At ES PAC, Consortia had also discussed the initiative to move to statewide demos and reviews of operational memos and expressed interest and curiosity about how this would be deployed. Jen Mueller indicated that planning was in progress to implement a pilot phase for the October release and that more information would be shared at Income Maintenance Operational Analysis (IMOA) subcommittee on July 24.

## 10. Administrative Memos – Debbie Waite

- Debbie Waite noted that she is continuing to work with Wendy Metcalf, DHS OIG, to streamline and update the FPIP Administrative memo, a tracked changes version of which was shared with the WCHSA negotiating committee in June. A final draft version will be circulated through the 45 day comment process. Shawn Tessmann noted that the draft memo refers to FPIP guidelines which may have not been updated for several years. Consortia asked that OIG staff review for needed updates and involve consortia in that process.

## 11. Subcommittee & Work Group Updates - Debbie Waite

- See “IMAC Subcommittee Update” handout for an update on the subcommittees.

## 12. Miscellaneous Updates / Other / Public Comment

- GAP Case Numbers - Debbie Waite referred group to handout showing GAP numbers year-to- date.
- No other public comment was shared.

## 13. August, 2018 and Future Meetings - Tentative Agenda Topics

- Federal Policy Updates
- October CARES Release

