

INCOME MAINTENANCE ADVISORY COMMITTEE (IMAC)

**Thursday, November 19<sup>th</sup>, 2020**

**1:00 – 3:30 p.m.**

**Zoom - <https://dhs.wi.zoom.us/j/96742327146>**

**Minutes**

**Non-State Attendees:**

Anthony Sis, Dane County  
Kate Chambers, Iowa County  
Kris Weden, Marathon County  
Nikia Morton, Dane County  
Amy Beranek, Dodge County  
Kate Surprise, Waushara County  
Carol Ann Wautlet, Door County  
Stephanie Ronnfeldt, Richland County  
Annette Mooney, East Central Consortium  
John Rathman, East Central (WHCSA)  
Chelsey Grossel, Brown County  
Michele Chiuchiolo, Dane County  
Ann Kriegel, Winnebago County  
Kathy Welke, Great Rivers Consortium

**State and Federal Attendees**

Debbie Waite, DHS  
Sierra Gammond, DHS  
Alicia Grulke, DHS  
Rebecca McAtee, DHS  
Shena Smith, DHS  
Angela Moran, DHS  
April Ferstl, DCF  
Angela Stanford, DHS

**AGENDA**

1. **Administrative Issues (Debbie Waite & Claribel Camacho)**
  - Report attendance by e-mailing to this mailbox [DHSBEPAdmin@dhs.wisconsin.gov](mailto:DHSBEPAdmin@dhs.wisconsin.gov)

- John Rathman welcomed Maria Delgado as the new Operational Lead for the Southern Consortia.
2. **Approval of October 15th, 2020 Meeting Minutes (Debbie Waite)**
    - Motion to approve the minutes was made, seconded and approved by consensus.
  3. **Policy Updates (Rebecca McAtee)**
    - November Emergency Allotment run will occur this weekend, November 21<sup>st</sup>, 2020. Funds will become available on November 22<sup>nd</sup>, 2020. CARES Worker Web hours will be impacted on Saturday due to the emergency allotment run.
    - Governor's office is planning to extend State public health emergency. Once the extension is in place, December and January allotments will likely occur.
    - There have been no COVID related policy changes made recently.
    - Healthcare renewals and FS renewals (both new and prior) are pushed out through February 2021.
    - FNS did release guidance on Pandemic EBT for 2020/2021 school year. DHS is reviewing the guidance at this time. More information will be shared at a later date. The talking points that agencies have for Pandemic EBT are still relevant to date.
    - CMS issued an interim final rule with guidance on some healthcare related COVID policies. There may be some small tweaks to existing protocols. The Department will be sharing more detail when available.
    - Stakeholder Call is cancelled for November 25 with upcoming dates scheduled for December 2<sup>nd</sup> and December 16<sup>th</sup>.
  4. **Introduction of New DHS Staff (Rebecca McAtee/LaTanya Baldwin)**
    - LaTanya Baldwin introduced Molly Aird as the new MER Coordinator in the Bureau of Eligibility Operations and Training.
    - Rebecca McAtee introduced Jori Mundy, the new Deputy Director in the Bureau of and Eligibility and Enrollment Policy.
    - Rebecca McAtee introduced Jonelle Brom, the new Director in the Bureau of Eligibility Operations and Training.
  5. **2020 MER Review & 2021 Planning (Molly Aird & Vanessa Robertson)**
    - Molly Aird & Vanessa Robertson reviewed a power point on the recently completed 2020 MER cycle and previewed the 2021 MER process. See MER Power Point for more details.
  6. **BRITS Agency Participation (Theresa Fosbinder)**
    - Theresa Fosbinder presented an update on the status of Phase 1 (referrals) and Phase 2 (claims) for the BRITS project.

- BRITS Phase 1
  - Cosmetic/technical update was released to production in September
  - Another release to production will occur on December 18, 2020 consisting of fixes that users have requested.
  - Phase 1 releases to the existing product will continue periodically from December 2020 until late 2022.
  
- BRITS Phase 2
  - Business requirement review for Phase 2 (Claims and Collections functionality) is currently underway; Phase 2 is scheduled for release in late 2022.
  
- Agency input has been supported in several forums and using agency staff resources:
  - Agency representation on IMAC FPIP (and IMAC and IMOA as appropriate)
  - Subject Matter Experts/Communication Reviewers: Margaret Romens - Dane, Bob Ueble – LaCrosse, Denise Copeland, Colvin Clark - MILES
  - UAT testers for December release: 19 agency and state staff from DCF and DHS
  - IMAC FPIP will be forum to solicit additional testing and SME capability needed to prepare for the May release.
  - Theresa thanked all who have participated or will be participating in supporting the BRITS releases currently in development.

## 7. **Subcommittee Updates**

- The IMOA subcommittee met on November 6<sup>th</sup>, 2020. Claribel Camacho shared key discussion points and action items from that meeting (see attachment).
  - Short county furlough planning survey is due November 30.
  - Next Meeting is December 4<sup>th</sup>, 2020.
- Performance Monitoring Subcommittee met on November 18<sup>th</sup>, 2020. Ann Kriegel shared key discussion points from that meeting (see attachment).
  - Group reviewed electronic residency verification reports and noted less duplication of information beginning in November.
  - Next Meeting is January 20<sup>th</sup>, 2021.
- IM Training met on October 27<sup>th</sup>, 2020. Margaret Romens shared key discussion points and action items from that meeting (see attachment).
  - Group shared feedback on recently released KIDS training.
  - Next Meeting is January 25<sup>th</sup>, 2021.

- FPIP met on November 10<sup>th</sup>, 2020. Margaret Romens shared key discussion points and action items from that meeting (see attachment).
  - Group had extensive discussion about BRITS reports and identified ongoing needs, issues with user familiarity. A training is being planned for agency staff on this.
  - Next Meeting is February 9<sup>th</sup>, 2021.
- CCA subcommittee met on November 9<sup>th</sup>, 2020. Kris Weden shared key discussion points and action items from that meeting (see attachment).
  - Group is discussing training needs and plan for new Genesys application. BEOT Training is involved in this planning.
  - Group reviewed staggered calendar for rolling out Genesys application to agencies. This will be shared with agencies when finalized.
  - Next Meeting is November 30<sup>th</sup>, 2020.
- Subcommittee Annual Retreat: Consortia updates to 2021 subcommittee representation was solicited from operational leads in November and calendar invites will be going out shortly

#### **8. Regional Enrollment Network (John Rathman)**

- Private insurance agents have indicated a relatively busy open enrollment activity level, maybe due to job losses in household or increased numbers of early retirements.
- OCI and DHS collaborated on additional marketing activities for open enrollment this cycle.
- Some consumers have been seeing increases in premiums.

#### **9. Income Maintenance (IM) Funding and Contract Updates (Debbie Waite & John Rathman)**

- 2021 IM Contract negotiations have concluded with remaining issue on termination notices resolved.
- Bureau of Fiscal and Accountability Management (BFAM) is making final edits and will be routing contracts through internal review process to ensure that CARS funds can be loaded timely for 2021.

#### **10. Consortia Feedback (Claribel Camacho)**

- Consortia shared issues that are being experienced when a member applies for both W-2 and IM program, and the W-2 piece is processed first. Application is removed from IM inbox, creating a number of issues. Claribel will send more detail and case examples. Request is for issue to be fixed with process guidelines to be shared with agencies in the meantime.
- FFM applications:
  - IM Agencies are receiving a larger number than usual of FFM referral applications for the same individuals.
  - IM Agencies normally receive annual guidance on the FFM transfer apps processing from the CARES Call Center. Consortia requested CARES Call Center guidance on how to handle these applications this year under COVID policies.

#### **11. Administrative Memos (Debbie Waite)**

- Annual Administrative Memo on 2021 IM base funding allocation is moving through the review process and will be posted soon.

12. **Gap Case Monthly Update / Public Comment**

- GAP Case Numbers – See “GAP Case Report” - October 2020. Numbers continue to look different this year due to COVID 19.
- Normally notices are sent each year at this time advising participants they will need to re-apply for GAP for the following year. This year, due to COVID, GAP member eligibility will be extended with no end date. Current members (187) will be notified of this and also again when eligibility will be ending.
- No other public comment was shared.

12. **Tentative January 2021 Future Agenda Topics**

- Policy Updates