

INCOME MAINTENANCE ADVISORY COMMITTEE (IMAC)

Thursday, April 14th, 2022

1:00 – 3:30 p.m.

Zoom: <https://dhs.wi.zoomgov.com/j/1619409056>

Minutes

Non-State Attendees:

Mia Anderson-Inman	Walworth County	Heather Ondik	Oconto County
Roxann Binkowski	Waushara County	Kara Ponti	Dane County
Deb Bohlman	Fond du Lac County	John Rathman	Outagamie County
Amanda Brooks	Portage County	Ron Redell	Dane County
Kate Chambers	Iowa County	Nicole Rolain	Marathon County
Kesha Cole	Ozaukee County	Patsy Rolo	Langlade County
Maria Delgado	Rock County	Jessica Schultze	Jefferson County
Katie Gonzalez Martin	Portage County	Tony Sis	Dane County
Lorie Graff	La Crosse County	Stacey Stewart	Washington County
Chelsey Groessl	Brown County	Rose Strege	Stockbridge Munsee Tribe
Lori Joas	Manitowoc County	Nina Taylor	Adams County
Darsell Johns	Ozaukee County	Carol Wautlet	Bay Lake County
Cheryl Kawlewski	Portage County	Kris Weden	IM Central
Robert Klingforth	Waukesha County	Kathy Welke	Eau Claire County
Ann Kriegel	Winnebago County	Debra Williquette	Manitowoc County
Doreen Lang	Wood County	Maikou Yang	Marathon County
Heather Merten	Fond du Lac County	Amberlyn Yohn	Racine County
Annett Mooney	Marquette County	Renae Zagel	Washington County
Nikia Morton	Dane County	Jennifer Zastrow	Marathon County
Kathy Olson	Marinette County		

State and Federal Attendees:

Autumn Arnold	Melissa Benner	Jody Noble
Alicia Grulke	Nicholas Hayward	Melissa Todd
April Ferstl	Nick Haught	Molly Thomas
Becky Luebke	Wendy Metcalf	Suzanne Ziehr
Candice Canales	Kersten Denzin	Katie Sepnieski
Donna King	Becky Luebke	Pang Xiong
Elizabeth Dehling	Jon Dyck	Kristina Smith
Jon Dyck	April Ferstl	Julie Taylor
Kent Ellis	Alicia Grulke	Laurie Teubert
Kersten Denzin	Kent Ellis	Shena Smith
Kristine Bovee	Candice Canales	Katie Quaintance
Lars Brown	Elizabeth Dehling	Stephanie Schreiber
LaTanya Baldwin	Kristine Bovee	Carl Plant
Melissa Benner	Lars Brown	Michael Poma
Nicholas Hayward	True Lor	Gage Winkelmann
Nick Haught	Donna King	Leah Watson
Tabbie Mellenberger	Gigi Miller	Nikhil Zaveri
True Lor	Tabbie Mellenberger	
Wendy Metcalf	Charlie Morgan	

AGENDA

Administrative Updates (Katie Sepnieski & John Rathman)

- Report attendance by e-mailing to this mailbox DHSBEOTAdmin@dhs.wisconsin.gov

Approval of March 17, 2022, Meeting Minutes (Katie Sepnieski)

- Motion to approve the minutes made by Tony Sis and Kris Weden and approved by consensus.

Policy Updates/COVID-19 Policy updates (Autumn Arnold)

Postpartum Waiver

- The Department of Health Services (DHS) has initiated submission of an 1115 waiver that will allow expansion of postpartum coverage from 60 days to 90 days.
- This change is limited to the duration of coverage.
- The public comment period for the waiver is open until May 6, 2022. The formal waiver materials are located at <https://www.dhs.wisconsin.gov/medicaid/waiver-postpartum.htm>.

PHE Unwinding

- The Public Health Emergency has been extended for an additional 90 days, with a set date to expire on July 16, 2022.
- DHS will receive official notice on May 16, 2022, if the Public Health Emergency is ending on July 16, 2022.

Immigration / Citizenship Verification

- Center for Medicaid Services (CMS) issued unwinding guidance in March 2022. The new requirement indicates that individuals that have not verified citizenship or immigration status cannot be treated the same as other members. In these cases, eligibility is still pending verification for citizenship or immigration status, and DHS has been instructed to extend continuous coverage to these individuals, however; not permitted to remain eligible until the next renewal.
- To be compliant with the new guidance, data exchanges will be used to verify citizenship and immigration status. If this is unsuccessful, DHS will send a letter to these individuals to finish verification or benefits will end.
 - For citizenship, DHS will review the Federal Data Services Hub in a batch run in April 2022 for approximately 2,000 members. Any individuals that are not successful in this batch run will receive a letter at the end of May 2022.
 - For immigration status, there are approximately 295 members statewide, and the agencies will review these in SAVE. DHS will send a CARES Coordinator Notice the week of April 18, 2022, with more detailed information. This review is to be completed by May 6, 2022. For immigration verification that is still needed, DHS will send a letter at the end of May 2022.
 - Any participants that do not provide verification will lose healthcare eligibility effective August 31, 2022.

Returned Mail

- When DHS implemented the temporary COVID-19 process for returned mail without a forwarding address, the practice of pending for Wisconsin residency and failing if verification was not provided was suspended.
- It remains a requirement as outlined in PH 3.16.2, that agencies continue to make attempts to obtain updated addresses. Receiving updated addresses is important for the following reasons:
 - The Public Health Emergency current end date is nearing and it is important to have updated information for unwinding.

- The current approach for handling returned mail with an out-of-state forwarding address is not compliant with CMS' expectations during unwinding. DHS has been working on adjustments to this approach.

Returned Mail Additional Information:

- The current process for when mail is returned to IM with an out-of-state forwarding address, Process Help 3.16.1 instructs agencies to change the "Resides in WI" field to "No" and run eligibility to close the case.
- This is problematic for the following reasons:
 - The case should not be pended to ask the individual to verify Wisconsin residency prior to closure.
 - An individual could be living out-of-state but meet the temporary absence policy for Health Care or FoodShare, therefore remaining eligible.
 - Returned mail with an out-of-state forwarding address will no longer be a sufficient reason to close the case for lack of Wisconsin residency.
 - Case closures can only occur if the individual is no longer a Wisconsin resident, or residency is not verified.
 - Temporarily absent individuals can remain eligible for Healthcare and Foodshare programs but not for Child Care or W-2.
- Effective June 2022, changes to CARES Worker Web (CWW) will allow an individual that lives out-of-state but meets the temporary absence policy for Health Care or FoodShare to remain eligible for Health Care or FoodShare and fail eligibility for Child Care and W-2.
- New instructions for addressing returned mail with an out-of-state forwarding address will be released in Process Help in June 2022 along with the system changes.
- DHS will send a CARES Coordinator's Notice that provides temporary instructions to follow for when mail is returned with an out-of-state forwarding address. These temporary instructions can be used to maintain eligibility for a Health Care or FoodShare individual that is temporarily absent and fail eligibility for Child Care and W-2.

CARES Release (Leah Watson, Katie Quaintance & Suzanne Ziehr)

- Leah Watson and Katie Quaintance presented information on the ABAWD Change CARES Release for June 2022. See attachment for additional information.
- Katie Quaintance presented information on the Verify Before Deny CARES Release for June 2022. See attachment for additional information.
- Leah Watson and Katie Quaintance presented information on the E&T Consolidated Notice and Oral Explanation CARES Release for June 2022. See attachment for additional information.
- Suzanne Ziehr presented information on the Demographic Details CARES Release for June 2022. See attachment for additional information.

Subcommittee Updates (Income Maintenance Agency Subcommittee Co-Chairs)

- IMOA subcommittee met on April 8, 2022. Doreen Lang shared key discussion points from that meeting (see attachment). Next meeting is May 13, 2022.
- Performance Monitoring Subcommittee met on March 17, 2022. Ann Kriegel shared key discussion points (see attachment). Next meeting is May 18, 2022.
- Call Center Operational/Technical subcommittee met on March 28, 2022. Kris Weden shared key discussion points (see attachment). Next meeting is April 11, 2022.

CARES Mainframe Password Requirement (Nikhil Zaveri)

- Nikhil Zaveri shared an updated regarding a change to CARES Mainframe Password Requirement. See attachment for additional information.

Income Maintenance (IM) Funding and Contract Updates (Alicia Grulke)

- ARPA Contracts are still being routed for signatures. There are three remaining signatures needed.
- Agencies have indicated that four consortia have not received the APRA contract for signature. These agencies include Bay Lake, Southern, and WKRP.

Consortia Feedback (John Rathman)

- Agencies would like to include staffing Best Practices as the roundtable discussion for the May 13, 2022, IMOA meeting.

Administrative Memos (Katie Sepnieski)

- *Administrative Memo 17-07 Income Maintenance Training Roles and Responsibilities* memo is currently being reviewed and updated and will be sent to consortia for 45-day review.
- The Consortia approved *Administrative Memo 2022-03 Estate Recovery Funding April 2021 through September 2021*. This will begin routing for signatures.
- PII Administrative Memo continues to be reviewed by Office of Legal Counsel.

Regional Enrollment Network (Lorie Graff)

- Covering Wisconsin is sending a survey to get feedback on whether this year's conference should be virtual or in-person. The last couple of years they have seen an improvement in attendance by having the conference virtual.
- Official CMS data has been released from this past open enrollment. Wisconsin saw an increase in enrollment this year; 20% were new consumers. Of the 80% re-enrollees, 75% of those were active re-enrollments.
- There was a lot of discussion at the meeting about COVID unwinding. Covering Wisconsin is working on a webinar for mobilizers, hoping to make this available for a wide audience across the state in preparation for the unwinding.

Gap Case Monthly Update

- GAP Case Numbers – See attachment “*GAP Case Report*” – March 2022

Public Comments

- None
- Tentative Future Agenda Topics