

## OPEN MEETING MINUTES

Name of Governmental Body: IRIS Advisory Committee			Attending: Alexa Butzbaugh, Andy Thain, Fil Clissa, Jason Glozier, Kathleen Plunkett, Kathi Miller, Kathy Meisner, Leslie Stewart, Lizzie Pollman, Martha Chambers, Melanie Cairns, Ramsey Lee, Rosie Bartel, Tom Gierke, Vicky Gunderson
Date: 3/26/2024	Time Started: 9:30am	Time Ended: 2:41pm	
Location: Zoom Webinar			Presiding Officer: Christian Moran, DHS, Director of Programs and Policy

### Minutes

**Members absent:** Alicia Boehme, Amy Chartier, Caitlin Connelly, Daniel Bush, Danielle Dicientio, Diana Aguirre, Elizabeth Schlosser, Grant Cummings, James Valona, Sue Urban

**DHS Staff present:** Shelly Glenn, Rebecca Frank

**Presenters:** Ann Lamberg, Dana Raue, Christian Moran, Kathi Miller, Deb Standridge, Angela Miller, Amy Chartier, Kyle Novak

### Meeting Call to Order – Christian Moran

- Meeting was called to order at 9:30
- March minutes were presented and rejected. An IAC member proposed new language and formatting to clarify. Minutes as amended were approved.

### Department Updates – Christian Moran

- Follow-up from March, participants cannot self-select to complete the survey. The survey is not weighted.
- Recommendations for the 2025 contract changes are due April 15, as communicated by email on Jan 19.
- Applications to fill IAC provider seats are under review and should be completed by May.
- The DMS is hosting a summit for the ARPA HCBS Grants recipients October 7- 8. One person per grant program may attend in person.
- WisCaregiver's friend and teacher program rolled out in February. If a provider refers a friend to be a provider or a teacher refers a student to be a provider and the referee completes training, the friend or teacher receives \$250.
- Any changes to background checks are still in consideration. The legal counsel team is working to ensure solutions to the background checks are evaluated for legal compliance and standards. They are comparing the IRIS background check policy with those done in other programs, such as Family Care. This is more complex than changing language. In addition to participant safety, unexamined changes would leave IRIS vulnerable to lawsuits, which could impact the program's sustainability. They are drafting language to protect the participants and program while respecting the employer's authority.
- The April 1st effective date for in/out timesheets is being pushed to a later date, and the IRIS contract will be amended.
- Kathy Meisner provides a reminder that GovD notices are available.

### Committee feedback/discussion

- Committee discussed committee seat distribution. Some members indicated they would like more seats to be filled by family members.
- Committee members would like to provide recommendations surrounding the background check policy.

### Unwinding Updates - Ann Lamberg

- Expedited re-enrollments have been successful. Three DHS employees, working with the IAs, handle reenrollments. If documents are received within 30 days of the benefit lapsing, the DHS reopens the application the same day. If 30 days have passed, the participant must reapply through the ADRC.

- If Medicaid is lost due to late renewal, IRIS is suspended until Medicaid is active. If coverage is lost because Medicaid made an error, IRIS can be backdated. It cannot be backdated if IRIS made the error.
- Remedies for issues surrounding the end of the grace month policy will be communicated when confirmed.
- The reenrollment notices are sent by Income Maintenance

***Committee feedback/discussion***

- A member of the IAC brings up concerns about participant confusion when reenrollment notices arrive by mail after documentation is uploaded into the portal. It is unclear if the portal did not correctly save the documents, if document requirements were not met, or if the notice was mailed prior to the participant using the portal.

**EVV Updates – Dana Raue**

- EVV use is increasing. DHS will continue to evaluate the EVV system each pay period.
- If there are issues with the EVV, providers should contact their FEA or the state-wide EVV helpline. The DHS EVV contact is on all EVV provider DHS pages.
- A committee member asks for confirmation that problems onboarding new caregivers on the app are being fixed. The DHS knows of only one issue, which was isolated, but will check with the FEAs.

**Ombudsman Update and Review – Kathi Miller**

- There are no updates about home modifications.
- Detailed reports are on the website.
- Intake providers differentiate between time-sensitive and not, but it has been a busy year, particularly with the unwinding, which has led to longer timelines. The response is ideally within two days, with the ombuds response two days past that.

***Committee feedback/discussion***

- Committee members state concerns about home modifications being denied without granting a nurse consult.

**Public Comment**

- The use of Notices of Action has drastically increased over the last couple of years. The hearing process is inaccessible to participants who need in-person hearings with the judge.
- Family members in the IAC ensure wider representation.
- No longer allowing unused funds to be moved during budgeting is a fundamental change that harms self-direction.
- Why have so many budget amendments occurred in the last few years?
- BAs show that more parent/guardian input is needed. Also, the requirement to work with an IAC undermines self-direction.

**Baker Tilly Report Review – Deb Standridge, Angela Miller**

- The BakerTilly report did not address many of the topics that were specifically asked about. During a committee meeting today, the DHS Legislative Liaison is speaking to the Joint Finance Committee (JFC) to advocate for money to be released.
- ARPA funding must be spent by June 2025.
- The friend referral information was sent out with other updates, and the teacher referral information was sent out by the Wisconsin Department of Public Instruction (DPI)

***Committee feedback/discussion***

- A committee member suggests that a study be done on racism as a health crisis and its impact on congregate settings.
- A committee member asks if there is a way for the IAC members can speak at the legislature.
- A committee member requests input from participants with life-long and participants with acquired needs.

- A committee member requests that providers report on their use of ARPA-funded Innovation grants and outcomes.

**Policy Tracker – Amy Chartier**

- No changes have been made to the policy tracker past March.
- There is a waiver renewal upcoming, and SMEs will be identified, a survey will be sent, and Christian will hold a summit. feedback should be returned as written responses to provide documentation, but verbal feedback is noted. The survey will also be an opportunity for feedback, as will forums and posted waivers.
- There will likely be two summer forums - one during the day and one in the evening.

***Committee feedback/discussion***

- A committee member mentions that increasing pay frequency could reduce provider turnover. New providers who onboard in the middle of a pay period may have a three-week wait before pay. Similar delays may occur if hours are submitted late. Switching to weekly pay periods would reduce these concerns and potentially help improve provider retention.

**Budget Amendment Policy Update – Kyle Novak**

- A document on the budget amendment policy was sent about 1.5 weeks ago, and feedback is due in one week.

***Committee feedback/discussion***

- A committee member asks that there be a more transparent tracking process and another expresses interest in making budget tracking easier and more understandable.

**Committee Business – Christian Moran**

- An IAC member requests a list of circle-backs
- Meeting adjourned at 2:25 pm

Prepared by: Rebecca Frank on March 26, 2024.

These minutes are in draft form. They will be presented for approval by the governmental body on: May 28, 2024.