

## OPEN MEETING MINUTES

Instructions: [F-01922A](#)

Name of Governmental Body: IRIS Advisory Committee		Attending:
Date: 5/28/2019	Time Started: 9:00 AM	Committee Members:
	Time Ended: 3:00 PM	Danielle Smith, Dean Choate, Fil Clissa, John Donnelly, Kevin Fech, Maureen Ryan, Mitch Hagopian, Monica Bear, Sue Urban, John Donley
		DHS Staff:
		Amy Chartier, Betsy Genz, Christine See, Dana Raue, Gail Propsom, Jie Gue, Leon Creary, Suzanne Ziehr
		Others:
		5 on phone, 8 in person from public
Location: Warner Park Community Center, Community Room 1, 1625 Northport Drive, Madison, WI 53704		Presiding Officer: Betsy Genz, Director, Bureau of Adult Programs and Policy

### Minutes

- **Meeting Call to Order**

*Betsy Genz, Director, Bureau of Adult Programs and Policy*

- Reviewed minutes from March 2019 meeting
- Motion to approve by Maureen Ryan, seconded by Kevin Fech

- **Department Updates**

*Betsy Genz, Director, Bureau of Adult Programs and Policy*

*Amy Chartier, IRIS Section Chief, Bureau of Adult Programs and Policy*

- Charter
  - Charter has been finalized and will be sent to committee members in coming weeks
  - Since committee last reviewed “recommend” was changed to “advise” throughout
- Committee membership
  - The DHS Secretary’s Office is reviewing all committees and how members are recruited
  - The IRIS Advisory Committee is different than many of the committees as the members are appointed by the Medicaid Director, not the Secretary
- Participant Education Manual
  - Feedback has been positive
  - Manual is online and participants are also provided a hard copy
- IRIS website updated
  - Updates have been made to make it easier to navigate
  - There are still some improvements to be made and extraneous documents that will be removed

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- Staffing
    - Contractor to state conversion has been completed
      - Danny accepted the open WISITS position
    - Finishing interviews for contract specialist position
  - Self-Direction Workgroup
    - Working on definition of self-direction with the waiver renewal
    - DHS will share the current definition with committee members at July meeting
  - Electronic Visit Verification (EVV)
    - Next public forum will be held on July 24, 2019
      - <https://www.dhs.wisconsin.gov/evv/forums.htm>
    - DHS is meeting with SanData to talk about business requirements
    - DHS is meeting with FEAs, then will work with ICAs and SDPC to look at training and rollout process
    - Roll out for IRIS will start with Self-directed personal care in 2020 to coincide with IRIS waiver renewal
    - EVV requirements for Supportive Home Care will not be rolled out until January 2021
  - **Workgroup Updates**
    - Maureen Ryan, Wisconsin Coalition of Independent Living Centers, Inc.*
    - Kevin Fech, Connections*
    - Danielle Smith, Outreach Health*
    - Accessibility Assessment
      - Working through flowchart and looking at areas for delay and how long steps take to complete
      - Need to make changes with requirements for the contractors so they are more willing to do the modifications.
      - Hearing from Family Care that they encounter the same issues
      - Workgroup hopes to be ready soon to review the findings and recommendations with DHS
      - Some issues will be worked out through the waiver renewal
    - Participant-Hired Worker Paperwork Streamlining
      - Looking at where bottleneck is and meeting with WISITS team to figure out a smoother system
      - DHS is looking at different software options that will not allow you to skip some of required information and allow workers to fill out paperwork anytime
    - IRIS Service Authorizations
      - Working on allowing multiple workers on one authorization
  - **Update on Reports and Budget Statement**
    - Amy Chartier, IRIS Section Chief, Bureau of Adult Programs and Policy*
    - Reviewed report printout
    - Budget Statement
      - WISITS has been working with ICAs and FEAs to create a list of participants that are interested in participating in the workgroup
      - Workgroup meetings will be scheduled between June 4 and July 26, 2019, with 1 meeting per week.
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- **Participant Survey Results**

*Gail Propsom, Section Chief, Quality Management & Initiatives Section*

*Jie Gu, Performance Measurement Analyst, Quality Management & Initiatives Section*

- Discussed the survey results for both IRIS participants and Family Care members
- For the 2019 survey, the questions will stay the same
- The 2019 survey is targeted to be sent out in July.

- **Consumer Score Card**

*Gail Propsom, Section Chief, Quality Management & Initiatives Section*

- Went through PowerPoint
- DHS will review rating system to determine how to adjust for 1 star ratings
- Over time the employment indicator may morph into showing specialized areas (i.e. focus on dementia care, employment, transportation)
- Participants receive the ICA or MCO scorecard after selecting a program
- **Committee suggestions:**
  - Use person first language

- **Public Comment**

- Ann Karch – mother of IRIS participant and member of Love Dane board
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Dane IRIS Survey  
report 3-30-19 Final.t

- **Waiver Renewal Process**

*Betsy Genz, Director, Bureau of Adult Programs and Policy*

*Amy Chartier, IRIS Section Chief, Bureau of Adult Programs and Policy*

*Leon Creary, Program and Policy Analyst, Bureau of Adult Programs and Policy*

- The IRIS wavier expires on 12/31/2020
- The Family Care waiver expires on 12/31/2019
- Structure has changed related to waiver renewal process. The process that is being followed for the Family Care waiver is the same as for the IRIS waiver:
  - Submitted draft FC waiver on 5/10/19
  - The Joint Finance Committee (JFC) has until 5/30/19 to schedule a hearing, otherwise it passively approves the waiver
  - Posting for public comment on 5/31/19 for 30 days
  - Public comment is summarized and submitted with waiver to CMS on 09/02/2019

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- This is the earliest we can submit the waiver
  - CMS has a 90-day review period and at any time they can stop the clock if they need clarification on waiver items
    - CMS can give a temporary extension when they stop the clock.
  - There were a number of items suggested for Family Care that were not included in waiver renewal but they will be included in an amendment
    - DHS anticipates the same will be true for the IRIS waiver
    - The amendment process goes through the JFC review also
  - For the IRIS waiver, 40 individuals responded to the request for comments and we received comments in 74 categories.
    - Some were not waiver renewal suggestions but contract language suggestions
    - Currently completing an internal (DHS) solicitation for comments
    - Have not determined what comments will be held for a waiver amendment
  - Talked through the ideas and heard committee members' suggestions and concerns.
  - Background check
    - OLC reviews rehab reviews for the background check appeals
      - IRIS is not part of Statutes 12 and 51 so they do not apply to IRIS and OLC does not review
    - Some offenses cannot be worked around – no exceptions, this applies to all programs
    - For those appeals that DHS does accept, then the state is taking responsibility for the individual
    - **Committee suggestions:**
      - Bring other individuals in to discuss background checks
      - Shouldn't be more restrictive than the Family Care rule and the appeal process
      - There should be mechanisms in place for exceptions
  - MROS payment methodology is listed in the waiver, this would require a waiver change and wouldn't be ready until sometime in 2020
  - P4P: this would be a waiver change
  - Reimbursement guidelines: DHS is in process of revamping guidelines
  - Support Broker: Looking at tiers
    - **Committee comments:**
      - What a participant needs can change with their situation
      - Review and signing timesheets – can a participant hire a support broker for that? Can a support broker be hired to do quality oversight? Hiring, training, time sheets, etc.
      - It would help with shortage of providers if the support broker or rep payee were able to provide services
  - ICs role is in the instruction manual and shows what an IC can help with and what the participant does
    - ICs are paid with service funds not out of the participant's budget
    - Natural supports are completely voluntary and what they are willing to do today they may not be willing to do tomorrow
  - CBD Oil: CBD can only be prescribed for seizures in Wisconsin. For all long term care programs, if it's able to be prescribed then it's covered
  - Community Supported Living
    - Some services could be bundled then and only have 1 instead of 3 or 4 items separate
      - This will help a worker from having to punch in and out many times throughout the day when they change tasks and roles
  - ADRCs have a short video participants can watch before deciding on a program. <https://www.dhs.wisconsin.gov/adrc/pros/enroll-counseling.htm>
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Prepared by: Suzanne Ziehr on 5/28/2019.

These minutes are in draft form. They will be presented for approval by the governmental body on: 7/23/2019