

**MINUTES
STEERING COMMITTEE
NORTHEAST WISCONSIN FAMILY CARE
November 6, 2009
9:00 a.m.
Green Bay Regional Office**

Present: Kim Wolfmeyer, Barbara Larson-Herber, Rick Kane, Shawano County; Mike Reimer, Craig Johnson, Oconto County; Judy Drier, Marinette County; Joe Krebsbach, Door County; Bill Kelsey, Carol Patterson, Kewaunee County; Jean O'Leary, Brown County; Barb Nelson, Lois Krizan; Menominee County, Cori McFarlane, Regional Office; Barb Moore, Community Care, Inc; Mary Kennedy, Project Manager and Teri Boros, CEO, Southwest Family Care Alliance

Additions and Modifications to the Agenda

None.

Minutes of September 23, 2009 Meeting

No additions or corrections

Presentation by Teri Boros, CEO, Southwest Family Care Alliance

Teri shared information on the history and development of Southwest Family Care Alliance (Grant, Iowa, Crawford, Sauk, Richland, Lafayette, Green, Juneau Counties). This Family Care MCO is unique in that all care management is purchased from county operated Managed Care Units. The counties hire and supervise all care managers, including nurses. SFCA negotiates the care management rate based on county costs (currently between \$65-\$75 an hour), sets productivity expectations (counties are at risk if they don't achieve the required productivity), and performance expectations. County supervisors serve on SFCA committees and develop policies and procedure and interface with the ADRCs. SFCA "owns" the records but they are housed in the county care management units. Teri recommends starting a new record to clarify the separation when someone enrolls in Family Care.

Teri shared "lessons learned" from their implementation. Key people have to have extensive knowledge of the program. Teri recommends that the MCO do significant data analysis around existing Waiver and MA card costs and service utilization patterns. She suggests that management staff be hired as early in the process as possible.

SFCA does all provider development and does provider relations around claims, if necessary, but purchases claims processing through WPS. SFCA experienced financial difficulties during 2009 and had to seek assistance from the State. They are engaging in activities to reduce administrative, care management and service costs. Service cost strategies focus on CBRFs, Adult Foster Homes and Supportive Home Care – 60% of costs are in these three services. Strategies for getting care under management are comparing service plans to the expected rate based on the functional screen, ensuring that the care planning process is based on outcomes, defining the scope of service

(particularly in CBRFs and Adult Family Homes), standardizing what is included in the rates across providers, developing a guide for use of sheltered employment, etc.

Updates from Mary Kennedy

The Tribes and the State are holding their Consultation meeting in November. The 100% FMAT will be a major agenda item but it is not know whether the discussion will be in enough detail to address Family Care.

Mary confirmed that she should have the web designer put agendas and minutes from previous meetings on the web site (from December 2008 on) and add a public comment item and accommodation language to agendas. The web site developer will continue to post all documents on the site until the NEW staff is available to be trained.

Counties discussed the controversy over the State policy of time limited sheltered employment included in the Family Care Waiver renewal. Some counties have been approached by legislators regarding this issue.

Mary suggested that if newly hired staff are not able to complete all secretarial related tasks and a part time secretary has not yet been hired, it might be possible for NEW Family Care to purchase some secretarial service from one of the counties.

Updates from Community Care

Community Care now has 4,000 Family Care enrollees, is enrolling consumers in Milwaukee and beginning to see a “light at the end” of the financial issues tunnel.

Updates from Counties and Tribes

No update

Update on ADRC Planning

No update

Report from Search and Screen Committee on Hiring Process

The Search and Screen Committee will meet at 9:00 a.m. on November 13, 2009 at Shawano County Community Programs to select applicants for interviews for the Planning Director and Financial Manager. The Steering Committee will meet November 23, 2009 at 9:00 a.m. and November 30, 2009 at 9:00 a.m. at Brown County Human Services to interview applicants. These hiring meetings will be closed to the public.

Report from Care Managers Training

Participants believe the training went well and care managers have responded positively. The minutes of the training and additional questions were distributed. It was agreed to wait to begin answering the questions until the next large forum with care managers.

It is suggested that the Care Management Committee be established in January. Care Management Supervisors are interested in beginning to prepare for Family Care. Their

first meeting could focus on things to do ahead of time to prepare and also laying out their deliverables and the timing of each task necessary for Family Care development.

Barb Moore will provide a document on preparing for Family Care. She also offered to do a process with care managers where they convert a Waiver care plan to a Family Care plan.

Report on State Care Managers Committee

Judy Drier and Kim Wolfmeyer have each attended one meeting and are impressed with the work being done. The Committee is working on nurse and care manager competencies, paying family members, levels of competency and possible pay recognition. Teri Boros and Paul Soczynski facilitate the Committee.

Revised Power Point

A couple of spacing and wording changes are needed in the power point. The power point will be used in the Shawano County stakeholder forums and revisions made after that.

Report on Shawano County Stakeholder forums

Shawano County will hold the first forums on November 17, 2009. They are scheduling consumers/families separate from providers. Other counties will need to begin scheduling their forums after the first of the year. It will be necessary to coordinate dates with Barb Moore.

Discussion of November 30, 2009 Elected Officials Meeting

The primary agenda item will be a presentation by Paul Soczynski on the Partnership program and Community Care's experience in Family Care.

Barb Larson-Herber followed up with other counties regarding reimbursement for attorneys. The standard seems to be paying both the mileage and the hourly rate for travel time.

Next Meeting:

The next meeting will be November 10, 2009 at 9:00 a.m. at Brown County Human Services

Additional November meetings of the Steering Committee will be 9:00 a.m. on November 23 (full day meeting) and November 30, 2009 (half day meeting) at Brown County Human Services. Both meetings will be closed meetings for the purpose of interviewing applicants for the Planning Director and the Financial Manager

These minutes **HAVE NOT BEEN APPROVED**
by the Northeast Wisconsin Family Care Steering Committee

