

**Yolo County Office of Education  
Davis Room  
1280 Santa Anita Ct. #100  
Woodland CA 95776  
Committee Meeting Minutes  
April 2, 2009  
Final Version- June 4, 2009  
Gathering 9:30 a.m. Meeting 10:00 a.m.-2:15 p.m.**

**LEC Coordinator/Representative Attendees:**

Greg Englar, Sonoma County Office of Education– Region 1  
Eileen Dolan, Glenn County Office of Education – Region 2  
Debbie Geer, Glenn County Office of Education- Region 2  
Marjorie Rollins, Sutter County Superintendent of Schools, **Co-Chair**- Region 3  
Michelle Cowart, Contra Costa County Office of Education- Region 4  
Monica Morgan, Santa Cruz County Office of Education- Region 5  
Janice Holden, Stanislaus County Office of Education- Region 6  
Sue Hamblin, Stanislaus County Office of Education- Region 6  
Ken Gragg, Kern County Superintendent of Schools- Region 8  
Margaret Roux, Kern County Superintendent of Schools- Region 8  
Annette Jewell, Orange County Department of Education- Region 9  
Christine Ridley, San Bernardino County Superintendent of Schools- Region 10  
Cathy Bray, Los Angeles County Office of Education, **Co-Chair**- Region 11

**Other Attendees:**

Elizabeth Touhey, Department of Health Care Services (DHCS)  
Bob Baxter, Department of Health Care Services (DHCS)  
Barbara Schultz, Department of Health Care Services (DHCS)  
Janice DiCroce-, LGA Co-Chair  
Lynda Lindsay, LGA Co-Chair  
Cathy Bennett, Sacramento City Unified School District  
Anysia Drumheller, Butte County Office of Education  
Sherry Purcell, LA Unified School District  
Jamie Porter, Butte County Office of Education  
Linda Davis-Alldritt, Department of Education  
Jeff Holland, Sutter County Superintendent of Schools

**Absent:**

Susan Ellyson, Madera County Office of Education- Region 7

## **1.0 Introductions**

- Each individual stated his/her name and agency affiliation

## **2.0 Additions to the Agenda**

- 16.0 Certified Application Fees

## **3.0 Approval of Minutes**

- February 5, 2009 minutes were approved

## **4.0 DHCS and Co-Chair Report:**

**Elizabeth Touhey, Department of Health Care Services**

### **4.1 Reimbursements for LEC/LGA for 2009/2010**

- If 2287-F were to go into effect on June 30, 2009 the intention of CMS is to pay the LEC/LGA to process the remaining invoices in the 2009/2010 school year. DHCS will be reimbursed as well although a mechanism for these payments has not been worked out.

### **4.2 Q & A 2007/2008 and 2008/2009**

- Final review of the Q&A should conclude tomorrow, April 3, 2009. There have been a few additional changes that made answers more generic and current.
- Nothing was updated that changed 2007/2008 manual instructions.
- Record retention questions will be included in the Q&A that appears on the website.

### **4.3 Record Retention**

- A PPL addressing record retention has been written and approved at the management level. The PPL will be published once the Co-Chairs have had an opportunity to review.

### **4.4 2007/2008 Invoice payments**

- Reimbursements should be flowing out of accounting. If an invoice has been in accounting longer than 4 weeks, the LEC may call their analyst to check on status.
- Each LEC should be receiving a status report from their analyst on a regular basis each quarter. Contact Barbara Schultz if you are having problems with the timeliness of status reports.

### **4.5 Train the Trainer**

- DHCS will provide a "Train-the-Coordinators" session to the LEC & LGA Coordinators for 2009/2010 on June 4<sup>th</sup> at 12:30 p.m. to 3:30 p.m. at Yolo

County Office of Education. The PowerPoint will be available for the LEC, LGA and vendors to provide training to the individual claiming units.

#### **4.6 2009/2010 Manual**

- There will be no changes to the time survey activity codes in the 2009/2010 manual.

#### **4.7 2009/2010 LEC Training – to LEA’s**

- Time survey trainings sessions may be conducted in many different formats (i.e. conference call, web-based, or video). However, the electronic signatures must be documented on a secure website.
- DHCS staff clarified for the group the meaning and clarification of “interactive training”. DHCS indicated that Q & A would be acceptable as long as there was a secure electronic signature component.
- Bob Baxter indicated the PPL for the DHCS “Train-the-Coordinators” session would be released soon.

#### **4.8 CMS Region 9 Change**

- Liz Touhey announced that the new CMS contract for Region 9 is Kristin Curren and Michelle Baldi for the CMS LEA claims.

#### **5.0 Record Retention- See 4.3**

#### **6.0 Federal Updates-2287**

- The LEC committee discussed the upcoming trip to visit legislators in Washington D.C. to advocate for the MAA Program during the last week in April. Jeff Holland, Marjorie Rollins and Sue Hamblin will be traveling to Washington D.C. along with 11 other Superintendents from CCESSA.
- The group discussed the need for an extension that goes beyond a few months. A one -year extension would allow legislators to look at the program more extensively and make changes where needed
- The group discussed some of the options such as inclusion of 504 plans and clarification of transportation reimbursements.
- There is a continued desire to keep all six programs affected by the moratorium together as it moves through the legislative process.
- Reversal of regulations would be the most direct way of continuing the program.
- There is discussion on the national level that State Plans must become more nationally uniform.
- As requested December 2008 review of the program by an independent agency is due to legislators by October 1, 2009.
- Jeff Holland went over the goals of the trip and the many members of Congress the group hoped to visit while in Washington D.C.

## **7.0 Nominations**

- It was agreed that only one Co-Chair position should change during any given year in order to promote continuity and a smoother transition.
- Last year it was decided to allow Cathy Bray to continue because of the uncertainty of the program
- Nominations for Co-Chair, LGA representative, and the secretary position will be directed to Michelle Cowart. If you are interested or want to nominate someone for a position, please contact her.
- Election of officers will take place at the June 4<sup>th</sup> meeting
- Annette Jewell has been nominated to take Margie Rollins' position and Marjorie Rollins has been nominated to take the remainder of Cathy Bray's position.

## **8.0 LEA Billing Report**

- CRCS-2006/2007 Practitioner costs and hours should be ready to submit 6/1/09
- CRCS 2007/2008 Practitioner costs and hours should be ready to submit 8/1/09
- Navigant wants everyone ready to submit when the final submission date is announced.

## **8.1 LEA Medi-Cal Billing Option Training**

- The State LEA training was very successful and well attended.
- LEA groups, present at the LEC meeting, discussed how the flow of information to vendors should come from the LEA and LEAs should be receiving their information directly from the DHCS.
- It is hoped that in the future California Dept of Education will work with LEAs regarding the LEA billing option program.
- CRCS issues need to be resolved. There is confusion on who is to receive/share the information.
- Send Bob Baxter, at the DHCS comments regarding the DHCS website through the Co-Chairs.

## **8.2 FMAP**

- FMAP increase is going to be higher. Implementation of 16.59 will be retroactive to October 2008 and good for two years. However these increases will not affect the MAA program, only the LEA program because it is a fee for service program.

## **9.0 Time Survey Training for 2009/2010-**

- DHCS has directed LEA who needs MAA Codes 101 training to go through the LEC/LGA Coordinators. The LEC may create this tool to be used within their region.

## **10.0 Invoice News**

- Marjorie Rollins noted we should all comply with the DHCS 15-month invoice deadline requirements.

### **11.0 2008/2009 Regional Revenue Reimbursements**

- Marjorie Rollins shared the 2006/2007 regional revenue used for the 2008/2009 DHCS participation fee calculation will be inaccurate; if not all the 2006/2007 invoices are submitted. This would be due to DHCS receipt of additional invoices being submitted after the 15 month invoice due date.

### **12.0 Manual Changes 2009/2010**

- The LEC Committee's manual suggestions were discussed during a meeting with DHCS and the manual subcommittee on April 1, 2009.
- The 2009/2010 SBMAA manual may be released in June 2009 and will possibly include the LEC Committee's suggestions.

### **13.0 Sharing DHCS Site Visit Reviews**

- Should the program sunset, DHCS will expedite site reviews. Site reviews will not be completed until all claiming years have been reviewed.
- Common errors found during site reviews were discussed by the group along with DHCS advising that they will be seeking invoice revisions when errors are found. See Manual for rebuttal to site review procedures.

### **14.0 June 2009 LEC meeting location/schedule**

- The June 4<sup>th</sup> LEC meeting will be held at the Yolo County Office of Education. DHCS will be providing a "Train-the-Coordinators" session at this time.

### **15.0 LGA Report**

- No report given

### **16.0 Certified application fees**

- Refer to PPL 01-004