

**Yolo County Office of Education  
Davis Room  
1280 Santa Anita Ct. #100  
Woodland CA 95776  
Committee Meeting Minutes  
August 6, 2009**

**LEC Coordinator/Representative Attendees:**

Greg Englar, Sonoma County Office of Education– Region 1  
Debbie Geer, Glenn County Office of Education- Region 2  
Marjorie Rollins, Sutter County Superintendent of Schools, **Co-Chair**- Region 3  
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  
Margaret Roux, Kern County Superintendent of Schools- Region 8  
Annette Jewell, Orange County Department of Education, **Co-Chair** - Region 9  
Cathy Bray, Los Angeles County Office of Education, Region 11

**Other Attendees:**

Elizabeth Touhey, Department of Health Care Services (DHCS)  
Bob Baxter, Department of Health Care Services (DHCS)  
Holly Hermansen, Nevada County Superintendent of Schools  
Janice DiCrocce-, LGA Co-Chair  
Lynda Lindsay, LGA Co-Chair  
Cathy Bennett, Sacramento City Unified School District  
Anysia Drumheller, Butte County Office of Education  
Tonja Kutz, Glenn County Office of Education  
Jamie Porter, Butte County Office of Education

**Absent:**

Barbara Schultz, Department of Health Care Services (DHCS)  
Eileen Dolan, Glenn County Office of Education – Region 2  
Michelle Cowart, Contra Costa County Office of Education- Region 4  
Susan Ellyson, Madera County Office of Education- Region 7  
Ken Gragg, Kern County Superintendent of Schools- Region 8  
Christine Ridley, San Bernardino County Superintendent of Schools- Region 10

## **1.0 Introductions**

- Each individual stated his/her name and agency affiliation

## **2.0 Additions to the Agenda**

- 4.8 Question to DHCS regarding time survey samples
- 6.4 Healthy Families Update

## **3.0 Approval of Minutes**

- June 4, 2009 LEC Committee meeting minutes were approved

## **4.0 Department of Health Care Services (DHCS) and Co-Chairs Report**

### **4.1 MAA Automation**

- DHCS reports that MAA automation is currently on hold pending a FI\$Cal exemption letter. FI\$Cal (Financial Information System for California) is a business transformation project working to transform the State's various systems into an integrated financial management system. An exception letter from FI\$Cal will allow MAA automation to move forward more rapidly.
- The MAA Automation Feasibility Study has been completed and MAA automation is now an action item for the State's internal Information Technology Services Division (IFSD).
- DHCS has made some internal automation progress including an Access database to track MAA invoices from receipt to payment. This will help to streamline the process for SMAA and CMAA invoices and make extractions of specific data easier for DHCS. This internal automation is not part of the automation budget proposed by DHCS in the LEC Host Contract.

### **4.2 DHCS Staffing**

- There is currently one job opening in School-Based MAA; County-Based MAA and TCM are fully staffed. DHCS MAA staff is still subject to a hiring freeze, as well as mandated monthly furlough days.

### **4.3 DHCS Site Visits & Desk Reviews**

- The desk review report of 100 invoices from 2005/06 is almost complete. There were no significant errors found. The report will be sent to CMS and go into a DHCS MAA audit file. LECs will receive no formal notification.
- DHCS is working on a desk review of 100 invoices from 2006/07.
- There are currently 13 claiming units with corrective action plans as a result of the 2008/09 site reviews. DHCS is in the process of reviewing the action plans.
- DHCS is currently developing new MAA desk review protocols
- Please let LEC Co-chairs know if there are any consistency issues regarding invoice reviews and site visits conducted by DHCS Analysts. The LEC Co-chairs can bring this to the attention of DHCS and issues will be addressed on a case-by-case basis.
- Regarding Federal MAA reviews in California: DHCS has had no feedback. DHCS has not received any exit letters from CMS relative to federal reviews.

#### **4.4 2009/2010 Time Survey Training Requirement**

- There was some discussion about clarifying the 09/10 MAA time survey training requirements. In 08/09, the State issued a training waiver (via Policy and Procedure Letter No. 08-016). It would be helpful to LEAs if there were something in writing to clarify that MAA participants trained in 2007/08 don't need to be trained again until 2009/10 (prior to third quarter).
- DHCS was asked about alternative MAA time survey training methods (ie: WebEx, video, etc.). DHCS responded that training requirements remain the same. Basic training requirements include: Sign-in verification of the training participant, review of all 16 codes, and an interactive question and answer session. Interactive questions and answers via telephone conference would be acceptable.

#### **4.5 Duty Statements**

- The LEC Co-chairs have requested clarification from DHCS on the last sentence in the Duty Statements area on the audit file checklist in the SMAA Manual (8-2). The sentence reads as follows: "Supplements and/or addendums to current duty statements are not considered valid".

#### **4.6 State and Federal Updates**

- An agreement was reached between New York State and CMS relative to a Medicaid claim disallowance (pre-2002/03 and pre-CMS guide). As part of the agreement, New York must have a new State Plan Amendment in place before they can continue billing.
- Cindy Mann, Director of the Center for Medicaid and State Operations met recently with LEAnet members and other Medicaid stakeholders. The importance of collaboratively working together was a topic of discussion.
- Parental consent will likely be a topic of discussion at an OSEP meeting with Nancy Reder next week in Washington D.C.

#### **4.7 NAME Conference**

- The National Alliance for Medicaid in Education (NAME) Conference will take place from October 14-16, 2009 in San Diego, CA
- Conference speakers/participants will include Stan Rosenstein, former Chief Deputy Director of Health Care Programs (DHCS), Toby Douglas, current Chief Deputy Director of health Care Programs (DHCS), Carolyn Ingram, New Mexico Medicaid Director, and Greg Morris, LEAnet Executive Director. CMS representatives have also been invited to the conference.
- LEC Committee members are encouraged to support the NAME charity event by donating items for the 7<sup>th</sup> annual silent auction. Please contact Debbie Greer (Region 2) for details.

#### **4.8 Time Survey Sample Question for DHCS**

- LEC Committee member asked DHCS if dates are required on time survey samples. Liz Touhey (DHCS) responded that dates are not required.

#### **4.9 Other Items from DHCS**

- 08/09 MAA Reimbursement Status: the backlog has been cleared. Please let LEC Co-chairs know if any invoices have been delayed or are overdue and DHCS will investigate.
- The 2<sup>nd</sup> quarter 2009/10 time survey period will begin on October 17, 2009.
- Random Moment Sampling is being reviewed (by DHCS) as a possibility for some claiming units within California. The Random Moment Sampling structure has certain requirements including the requirement that a claiming unit have at least 400 participants.

#### **5.0 Review of June 2009 LEC Committee Meeting Items**

##### **5.1 Year-to year guidance tool for site reviews**

- The LEC Committee had previously discussed development of a guidance tool for site reviews. This idea will be placed on hold, as DHCS prefers to address site review consistency issues on a case-by-case basis.

##### **5.2 2009/2010 LEC Committee Meeting Schedule**

- The LEC Committee will continue to meet quarterly. The next scheduled LEC Committee Meeting is Thursday, November 5, 2009 @ Yolo COE.

#### **6.0 LEC Committee Business**

##### **6.1 2009/2010 LEC Host Contract Budget**

- The FY 2009-10 LEC Host Contract Budget was reviewed and discussed by the LEC Committee.
- The budget was approved by the LEC Committee. However, it was agreed that the LEC Co-Chairs would request specific information and clarification from DHCS relative to the budgeted MAA automation for 2009/10.

##### **6.2 California School Based MAA Manual – July 2009**

- School Based MAA Manual changes were discussed in detail by LEC Committee members
- DHCS may consider releasing only changes to the manual from year to year, keeping the original manual as a “living” document.
- The importance of identifying manual and training discrepancies and requesting clarification as soon as possible was discussed by the LEC Committee. Consistency in program administration is dependent upon the School-Based MAA Manual and consistent statewide training.

##### **6.3 DHCS Train the Coordinators – 2009/2010**

- The Train the Coordinators presentation on the DHCS Web site was discussed in detail by LEC committee members. Suggestions have been made to DHCS (by the LEC Co-Chairs) regarding areas of the training presentation that could be improved/clarified.

- Two Claiming Unit Function GRIDS will be required for the averaged quarter in 2009/10. It is acceptable to submit two GRIDS in 2008/09 for the averaged quarter event though the requirement begins with 09/10 invoices.

#### **6.4 Healthy Families Update**

- Due to state funding issues, The Healthy Families Program has implemented a freeze on new enrollment and a waiting list (for new enrollees) as of July 17, 2009.
- LECs must be careful in training MAA participants relative to Healthy Families enrollment. Students/families that do not qualify for Medi-Cal will **not** automatically be accepted by Healthy Families – instead they will be placed on a waiting list.
- Due to the increased need for health care services, local federal clinics are expanding. School personnel should be aware that these clinics are possible referral resources.

#### **6.5 Co-Chair Announcement**

- The LEC Co-Chairs were invited to attend the Region 2 Regional Meeting to represent the LEC Committee.

#### **7.0 LEA Billing Report**

DHCS reported on LEA Billing Program updates:

- \$24 Million dollars in EPCs (Erroneous Payment Corrections) began this week for the inflation rate increase; it will be a "phase in" to correct/make whole all 07/08 claims.
- Claims that were paid at the old rate will be adjusted in the next 30 days. Please see the LEA Billing Web Site for information.
- The 2.5% withhold is temporarily suspended, and they will continue to monitor. Please see the LEA Billing Web Site for information.
- An all day LEA Ad Hoc Workgroup meeting is scheduled for August 17, 2009. Shared visions, SB231, and other topics will be discussed.

#### **8.0 Invoice News**

- Marjorie Rollins, LEC Co-Chair will be providing DHCS staff with MAA invoice training on August 27, 2009. Please submit any invoicing issues and/or concerns to Margie by August 21, 2009.

#### **9.0 LGA Report**

- The LGAs have a new LGA MAA/TCM Consultant (Patrick Sutton) effective 7/1/09. Patrick comes from the County of San Mateo where he has experience as a Mental Health Financial Manager.