

**Local Educational Consortium (LEC) Committee  
Yolo County Office of Education  
Davis Room  
1280 Santa Anita Court, Suite 100  
Woodland, CA 95776-6127**

**Committee Meeting Minutes  
November 1, 2007  
Draft 5: December 5, 2007  
Gathering 9:30 a.m. Meeting 10:00a.m.-2:15p.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  
Tonja Kutz, 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  
Brenda Higdon, 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  
Susan Ellyson, Madera County Office of Education- Region 7  
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  
Janet Crabtree, San Bernardino County Superintendent of Schools- Region 10  
Cathy Bray, Los Angeles County Office of Education, **Co-Chair**- Region 11  
Barbara Colombo, Los Angeles County Office of Education- Region 11  
Maurizio Smith, Los Angeles County Office of Education- Region 11  
Jeff Holland – Superintendent-Sutter County Superintendent of Schools Region 3

**Other Attendees:**

Sherry Purcell- LA Unified School District  
Anysia Drumheller- Butte County Office of Education  
Janice DiCroce- LGA Co-Chair  
Lynda Lindsay - LGA Co-Chair

**Absent:**

### **1.0 Introductions**

Each individual stated his/her name and agency affiliation.

### **2.0 Additions to the Agenda**

There were no additions to the agenda.

### **3.0 Approval of August Minutes**

October 2007 minutes were approved.

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

There was no Co-Chair meeting with DHCS this month.

#### **4.1 & 4.2 CMS 2287-P and LEC Committee Response**

The letter of response to 2287-P was passed among the members to review. No discussion was offered.

#### **4.3 Multiple Start Dates**

LEC Co-Chair Marjorie Rollins commented that after looking at the manual for clarification she referred the question to Barbara Shultz.

Further discussions regarding how County Office's of Education were interpreting the multiple start dates was discussed. The minutes of June 2007 show that Barbara Shultz stated that the last start date within the claiming unit would be used as the MAA week when schools were not in session during the official MAA Week. It was further discussed that Greg Englar would discuss this with Liz Touhey and Barbara Shultz and suggest that multiple start dates be addressed in the 2008-2009 manual. He will get clarification and report back his findings to the Co-Chairs for the next meeting.

It was later determined by the group that there should be no different ruling for school districts or colleges as there are for County Offices of Education.

Final determination was not arrived at pending further decision from DHCS

## **5.0 Reports and follow up**

### **5.1 Code 16 Percentages**

A meeting is scheduled for November 2, 2007 at 2:00 pm with A&I, DHCS and Marjorie Rollins, Co-Chair, to discuss clarification of a cap for code 16 percentages per time survey vs. per invoice. Clarification has been requested of the CMS guidelines.

## **6.0 CCESSA and Legislative Update – Jeff Holland**

Jeff Holland stated that he was more optimistic about the future of the MAA Program. He felt that there was not a “ground swell” of support for Mr. Smith (CMS) in the area’s of rule making to super vent the legislative process. The Waxman hearings this morning demonstrated this fact very nicely. It was also felt that mobilizing the advocacy of the MAA program has been successful. The S-CHIP bill should be coming back and there is no interest in removing the moratorium language from this bill. He congratulated the county schools in providing much needed information on the positive effects of MAA monies being used to fund needed health related programs. He did not feel that the letters changed a lot of minds, but the thought is that if the S-CHIP bill goes back to the floor it will pass before the campaign year. A letter had been received by Congressman Wally Herger that the program was very important, but should be carried and funded by Special Education or other programs and not by CMS. CCESSA has stepped up the support and needs of districts and is encouraging districts to continue sending letters into the local LEC in support of the continuation of the program. Senator Boxer and Senator Feinstein need to know that continued support in the community exist around the MAA program.

Jeff Holland announced that Region 8 Julian Crocker from San Luis Obispo with be the new chair of CCESSA. This appointment will take place January 2008. He will be joining the group sometime in February or April. He is very interested in supporting the MAA Program.

## **7.0 LGA Liaison Report – Susan Ellyson**

No report at this time

## **8.0 Sub-Committee Report – Annette Jewell**

### **8.0.1 Report on the 2007 Train the Trainer Q & A**

Q&A's relating to code 16 was going to take place but at this time has not been clarified. The question was asked by Annette Jewell if we should add to information to the Q&A document on the new information being provided after the state wide June 2007 trainings. Several questions were pending comment from the DHCS. Comments and discussion of the questions continued and the Train the Trainer Q&A will be provided to DHCS for final acceptance and possible implementation onto their website and 2008-2009 manual. It was suggested that a LEC response could be added to clarify a few of the answers. Barbara Colombo, as part of the sub-committee, will review and add wording where needed. No objections were voiced.

The Co-Chairs will discuss the Train the Trainer Q&A at the Co- Chair meeting in December for possible manual changes.

It was noted that Barbara Shultz has not contacted anyone regarding Code 16 and that the Co-Chairs would also discuss this at the December Co-Chair meeting with DHCS. The Co-Chairs acknowledged and thanked Annette Jewell for putting the document together into final form.

## **9.0 Invoicing – Margie Rollins**

Comment: For all 06-07 invoices you should use the Claiming Units Function Grid without code 16

## **10.0 Manual Changes/DHCS Training**

The Train the Trainer Q&A document will be used in making recommendations for the 2008-2009 manual in January.

## **11.0 Conferences and Workshops – Michelle Cowart**

Those attending the conference in April will be Barbara Colombo, Eileen Dolan, Janice Holden, Michelle Cowart, Brenda Higdon, and Marjorie Rollins.

## **12.0 Update on California Charter Schools Association – Michelle Cowart Alice M. Miller- Director of Knowledge Management**

Michelle Cowart explained to Alice Miller that the LEC members had an opportunity to discuss the Charter schools at our last meeting and that we agreed it would be best to postpone the MAA presentation until after the first of the year. She explained the proposed rule by CMS (2287-P) and she agreed that the presentation would be more effective once we had more information as to the status of the program. Michelle offered to be the LEC contact person and asked that she contact her if she has any questions. Michelle will keep her updated as to the status of the program. Michelle will coordinate with the other LEC's to ensure the presentations will support the needs of the Charter Schools. Michelle also requested that she remove any LEC names from the "Knowledge Brief". Alice Miller stated that she would like to make a public comment on behalf of the Charter Schools to help fight the elimination of the MAA program.

## **13.0 Patterns in Time Survey Results – Michelle Cowart**

Michelle expressed concern over a claiming unit in 05-06 quarter 3 reporting that 80% of the participants had code 4 times for providing Medi-Cal Outreach information to students. Then in 06-07 quarter 1 they also had 80% in code 4 for Medi-Cal Outreach. When is this a pattern and not appropriate?

The LGA commented that they have removed classroom teachers from participating in MAA Time Surveys. They have very little time and felt that it was a poor use of time. She had talked with a few teachers and how they are spending their time. Another LEC had the same concern and sent time surveys to DHCS requesting what is reasonable. The LEC has chosen not to certify the invoice until hearing back from the DHCS.

The question was asked that if someone has only .25 in code 4 for the entire week are they really providing MAA activities. It was noted that all time surveys turned in must be accounted for in the Audit File. However, non-qualifying time surveys should be pulled from the invoice. Those in attendance were reminded that duty statements and job duties could also be used to determine normal job duties in relation to the time survey's being validated. It was noted that if a LEC has concerns about the sincerity of the time survey that it may be a training issue and could be addressed with the individual school administrator or MAA Coordinator. It was further discussed that all hand-outs are substantiated in the Audit Binder with copies of the Medi-Cal flyers being provided to the community. It was further noted that when schools are providing health education,

health awareness and parent resource's of Medi-Cal providers and Medi-Cal that this is a very parent friendly venue for Medi-Cal information.

#### **14.0 Grids - Collapsing job titles – Eileen Dolan**

Eileen had a concern over DHCS not accepting collapsed job titles on the grid and instead wanting each and every job title spelled out even if they are in the same job classification. Margaret had an email from DHCS stating that it was appropriate to collapse job titles and would send it to Eileen.

#### **15.0 LEA Billing Report – Cathy Bray**

No report at this time

#### **16.0 Homework and Action - Debbie**

##### **Action Items**

1. Barbara Colombo will review the Train the Trainer Q & A with the sub-committee to see if additional wording is needed for clarification.
2. Marjorie Rollins and Cathy Bray will take the Train the Trainer Q & A LEC review comments to the Co-Chair meeting in December for discussion with the DHCS.

##### **Homework**

1. LEC's are encouraged to continue collecting and requesting School District written support for continuation of the MAA Program.
2. Marjorie Rollins will be meeting with A& I on November 2, 2007 at 2:00 pm with DHCS, Barbara Shultz, and Cathy Bray to discuss Code 16 percentages on the invoice.
3. Greg Englar will be contacted by Barbara Shultz to discuss clarification of multiply start dates.