

**ECONOMIC SERVICES COMMITTEE MINUTES  
WEDNESDAY, AUGUST 9, 2006**

The Economic Services Committee met Wednesday, August 9, 2006, at the Wake County Department of Social Services. The meeting was called to order at approximately 10:00 AM by Betty Dumas-Beasley.

The meeting was opened with the announcement that George Perry and Connie Melville were stepping down as chairpersons of the Economic Services Committee. David Smith, of Burke County, spoke briefly and presented George Perry and Connie Melville with award certificates for their years of service on the committee, and food was provided in their honor.

The sub-committees met first, afterward, Betty Dumas-Beasley called all of the groups back together again and the meeting was reconvened to go over what the sub-committees had discussed in their individual committees.

**Family Support and Child Welfare Services--**Smith Worth and Spencer Clark were introduced and asked to speak about the Flowchart. Smith Worth spoke first on the Mental Health Reform Work Group that was formed to discuss substance abuse and mental health, to revise policies and documents, and to update collaborative training. She stated the Reform was used to develop a State Business Plan, identify changes in facilities and institutions, and to reduce the number of area programs. Smith Worth stated that if anyone needed to contact her for more information regarding this, to either email her at [smith.worth@ncmail.net](mailto:smith.worth@ncmail.net) or call her at 733-0696. Spencer Clark (creator of the Flowchart), then came to the podium to discuss the Flowchart, which he said was referred to as "Growing Pains Reform". He stated that the Flowchart shows diagnostic assessments and community support and the level of care needed. Spencer Clark said the purpose of the reform is to have it where the sole providers are no longer the sole providers and only managers over services, as to be able to do a better job and to meet the needs to provide higher quality services. He stated that there is an inadequate number of providers, and in rural areas, little or no providers. He stated that the goal is to get Local Management Entities (LMEs) to recruit, train, and provide services, and to have the substance abuse and QSAP representatives working double-time to be a single point of contact on site or on request and to act in a timely fashion, within 48 hours and with 7 days being the maximum. The LMEs are to provide on-site screening to ensure that goals are met, deal with staffing, and so forth. He stated that \$100 million has been put aside for LMEs, \$6.9 million going to substance abuse, and a substantial dollar amount going just for new adult LMEs. He said to please contact LMEs and request funding. He also discussed screening triage, urgent, and routine assessments, and also spoke about consumer rights. He stated that the Division of Medical Assistance states that Medicaid recipients are to receive immediate services if a provider is there to see clients, and also stated to make sure you have clients sign contracts while sitting in front of you, because one consent form can be used as a multiple party consent form.

**WFFA SUB-COMMITTEE**—Change Notice for Manual 05-2006—Section 120--The statement has been added that a family under sanction remains eligible for Work First services--Section 123C—When pending a sanction to clarify that a sanction must be applied for a minimum of one month when cooperation occurs after the expiration of the DSS-8110—Added Policy to allow applicants that fail to cooperate with his/her MRA plan of action to be sanctioned at application—Section 120I—Re-formatted to remove the notes and to add numerals—Changes were voted on, Betty Barnes motioned for approval, Al Frank seconded the motion, All were in favor, None opposed.

**Sharon Moore**—Application processing time extension—Changes to adopt and adapt policy for clients served—Mandatory extension for processing time for proof of citizenship—Committee work group looking at reauthorization —Citizen identity and state residency—Possibility of maintaining current processing time and then referring over to Medicaid—Implementation date 09/01/06, having to act fast, will be notified and processing time will be in place as of 09/01/06—There was discussion on the floor—Delinking to separate is an option—See if counties have staff to do this—Look at the impact on a local level—Two separate applications and not a spin-off—Alternate way of issuing benefits is a possibility but not until policy is clarified—Laura Bryant stated that Delinking WFFA is not dependent on Medicaid eligibility.

Change Notice 06-2006—Section 104—Identity was added to determine eligibility, language changed to clarify family unit, US Citizenship was removed as verified by statement or third party verification, citizenship, identity, and residency added to list for requiring third party verification, language added to clarify providing information to determine eligibility, added application processing time extension, and section added to include requirements for the DMA 5069—Section 108—Chart added to verify state residency consistent with Medicaid policy, listing acceptable documents to verify state residency—If two documents cannot be provided client must sign verification statement--Section 111—Medicare and SSI Recipients are exempt from providing documentary evidence—Section 112—Changed to allow spouse to meet kinship rule, kinship rule does not include step-relatives—Section D—Changed to allow completion of application day following the 45<sup>TH</sup> day if 45<sup>TH</sup> day is not a workday—Policy added to mirror Section 120—Application can be pended for up to 6 months and codes in EIS will be added for this—When verification is provided process within five work days—spoke about Open/Shut Applications—It is possible to open one day and close the next—Suggestion was made to add a note to Open/Shut Policy on what to do if hours have to be counted or keyed—Section 201—Reviews for WFFA—Section 120IB13--Revised to require documentary proof of citizenship and identity—Section 120IB20 added to include residency requirement—Reference to DSS-8113A deleted, DSS-5271 developed to replace it, available online, top section in English, bottom section in Spanish—Section 202—updated to include note regarding the requirement to establish citizenship/identity for newborns at the end of their 12 month eligibility—Section 206—Note added exempting SSI/Medicare recipients from citizenship/identity requirement, Section III removed to delete automatic Food Stamp reference—it was suggested to add a note to Section 112, regarding spousal kinship and step-parent kinship—Changes were

voted on, Betty Barnes motioned for approval, motion was seconded by Joyce Kinlaw, All in favor, None opposed.

**AUTOMATION**—Representative stated nothing to present

**PROGRAM INTEGRITY—Denise Shipman**—SIAC Report—AFDC and TANF collections for July 2006—Total collections \$31,997.57—Top counties collecting for July 2006—Mecklenburg County collecting \$4,737.95, Anson County collecting \$2,922.02, Cumberland County collecting \$2,583.35, Durham County collecting \$1,600, and Columbus County collecting \$1,597.26.

**DIVISION OF SOCIAL SERVICES—Jane Schwartz**—Reported that last month the first allocation was released of \$5.3 million and amend money along with it was allocated, with the second allocation expected in the next couple of days—07/21/06 the second LIEAP checks were mailed out—portion of \$32.2 million block grant—stated that counties do not have to spend all money by 09/30/06 and another allocation for funding will be released when it gets cold.

**Joseph Scott**—Energy consultant went over draft change notice for manual—Updates LIEAP timeline for new fiscal year, 10/01/06, Online Manual—Revision of Section 200.01B & 200.03, stating that outreach and application plan is mandatory—SECTION 301.04A.2 , the word ‘automatically’ was added to clarify that the state automatically sends control lists to counties—SECTION 410.08B.3B—Adds note to use client’s statement when a household is over income for LIEAP—Section 40106B1J — Updated to remove incorrect statement—He also stated that six counties are receiving HEMCP (HELPING EACH MEMBER COPE PROGRAM) funding, effective 10/01/06—Changes voted on, Betty Barnes motioned for approval, Lenoir County seconded the motion, All in favor, None opposed.

**FOOD STAMPS—NANCY REINER**—Introduced and welcomed new Co-chairperson, Trish Baker—Stated that they really need four people on the committee for voting purposes—Discussed Section 240--Employment and Training--Section 241— Clarification—Section 243—Voluntary Quit—Section 245—Fifteen percent exemption—David Prince spoke and stated to contact him personally if any county has any problems with their local ESC Office and he would contact them and take care of any concerns—Discussed revision of SAR Form by Automation, form has a pre-populated first page, and the rest of the form is for client to complete to provide current information. The new form is basically designed like the new Food Stamp Application—SNAP Evaluation is at fifteen months—Dear county letter went out 08/08/06 about the SNAP evaluations—Only counties that actually had SNAP cases selected will receive a letter, not all counties were selected, stated that Mecklenburg County has the most SNAP cases selected, with eleven—Changes were voted on, Davidson County motioned for approval, Craven County seconded the motion, All in favor, None opposed.

**PROGRAM INTEGRITY—WFFA Sub-committee** stated that they had already voted on and approved policy—Policy for financial overpayments—Writing off of claims,

corrected from \$50.00 to \$25.00 threshold—Note to enter claim—Removed category of unable to locate as reason to close—Basically just cleaned up the section—Changes voted on, Washington County motioned for approval, Franklin County seconded motion, All in favor, None opposed.

**DIVISION OF AGING AND SERVICES—Brenda Porter**—Presented a Dear County Director's Letter to counties regarding Medicaid citizenship and identity requirements—Exemptions for SSI and Medicare recipients—Letter stated that SSI and Medicare applicants/recipients are exempt from the requirement to provide further documentation of US citizenship and identity. This is because SSI and Medicare A/R's have already provided this documentation to Social Security as part of the process of applying for SSI and/or Medicare. Non-SSI and Non-Medicare applicants/recipients will still need to provide documentation of citizenship and identity. She also stated that they are asking that disability recipients also be exempt from this requirement.

**MEDICAID COLLECTIONS—Angela Salder**—Year to date Medicaid collections through EPICS are \$215,758.36—Counties collected \$83,317.21 during July 2006 through EPICS (reporting period 06/28/06 – 07/27/06)—Top collecting county was Nash County with \$11,693.58 in collections, Rutherford County with \$9,770.80 in collections, and Wayne County with \$6,793.88 in collections—Medicaid stated that they were not going to change policy at this time but will make clarifications to policy and using roman numerals—Clarifications to Adult Medicaid Sections 900.3E and 2900.17 and for Children's Medicaid Sections 3535.3E and 3535.18—DMA Letter (website) Advised counties--Reduced Section 141—Stated to apply the new rate of \$141.75 to overpayments occurring on or after 07/01/06 and to use the amounts on the chart from DMA Letter when computing overpayments occurring prior to 07/01/06.

## **EXECUTIVE MEETING—CUMBERLAND COUNTY OPENED MEETING**

**OLD BUSINESS**— It was stated that there were no corrections to previous meeting's minutes. Stated that they will be sending out reminders for policy to be sent out a little earlier—Directors requested policy out ten days prior—It was requested that only draft page be sent to counties—Will be emailing sub-committees current policies—Stated that all people that signed the sub-committee list at meeting will be added to the mailing list.

**NEW BUSINESS**—Suggested to think about citizenship piece with Medicaid—Willingness to work—How to work together so as not to have to pay the money to get verifications—will eventually be able to work with Bureau of Vital Statistics, but this is down the road—Counties being receptive in assisting one another with a contact person if citizenship and identity needed to be verified—stated that some counties have access to their Vital Statistics and others do not—Everyone at the meeting seemed to like the ideal of a contact person—Requested to please discuss some ideals with your staff—requested

that counties have some ideas to discuss regarding this matter at the upcoming September meeting.

Talked about bi-laws and stated that only one voting member per county, stated that it can either be director or NCSSA representative, and that it is the director's designation unless otherwise noted—Discussed that previously there were two voting members but the by-laws state only one—Stated will take question back again once again for clarification.

Welcomed new members and new members were reminded that you are not able to miss over three meetings unexcused. Visitors were asked to consider becoming members and it was stated that to be a member you must already be an NCSSA member.

It was requested from the floor not to have to hear the same things twice, once during the Sub-committee Meeting and then again at the Executive Committee Meeting, suggestion noted.

Meeting was adjourned by Betty Dumas-Beasley.