

LEC Advisory Committee Meeting Minutes

Thursday, April 5, 2018

Meeting Time: 10:00 am - 2:15 pm

SELF Building - 1531 I Street Suite#300, Sacramento, CA

LEC Coordinator/Representative Attendees

Sharon Battaglia, Sonoma County Office of Education, **Co-Chair** – Region 1
Coreen DeLeon, Glenn County Office of Education – Region 2
Jen Minton, Sutter County Superintendent of Schools – Region 3
Tina Reger, Santa Cruz County Office of Education – Region 5
Janice Holden, Stanislaus County Office of Education – Region 6
Rhonda Yohman, Madera County Office of Education – Region 7
Catherine Graham, Orange County Department of Education – Region 9
Rebekah Smith, San Bernardino County Superintendent of Schools – Region 10
Octavio Castelo, Los Angeles County Office of Education – Region 11

Via Phone

Michelle Cowart, Contra Costa County Office of Education – Region 4
Margaret Roux, Kern County Superintendent of Schools – Region 8

Other Attendees

Tony Teresi, Department of Health Care Services, (DHCS)
Jose Garcia, Department of Health Care Services, (DHCS)
Betty Lai, Department of Health Care Services, (DHCS)
Francisco Yanes, Department of Health Care Services (DHCS)
Rida Munir, Department of Health Care Services (DHCS)
Levi Higgins, Department of Health Care Services (DHCS)
Marion Townsend, Department of Health Care Services (DHCS)
Stacey Armstrong, Department of Health Care Services (DHCS)
Amanda Dickey, California County Superintendent Educational Services Association (CCSESA)

Absent

Randy Jones, Glenn County Office of Education – Region 2
Rosalee Hormuth, Orange County Department of Education, **Co-Chair** – Region 9

1.0 Roll Call

- Each individual stated his/her name and agency affiliation

2.0 Additions to the Agenda -none

3.0 Approval of Minutes - Minutes from the February 6, 2018 meeting – *Approved as submitted*

4.0 Department of Health Care Services (DHCS) Report/Update

4.1 Backcasting:

- **What is the status of the Alternative Calculation Proposal?**
 - Did DHCS have their call with CMS? *DHCS is trying to set up meeting/call with CMS to discuss denial of proposal. No call yet and no date projected. Q: Will timeline be discussed/proposed changes? A: No. This is specific to alternative calculation proposal.*
 - If so, what was the result? If not, when will that call happen?
- **Please confirm the documentation allowed for submission for 2014/15 Q1 & Q2 Backcasting Invoices? (No VFW for 2014/15 and only a SI for Q1 & Q2) DHCS will accept the 13/14 Q1 & Q2 and 14/15 Q1 & Q2 submitted together. LECs can attach a signed summary invoice page for 14/15 Q1 & Q2 with the 13/14 Q1 & Q2.**
- **What is the status of the Option1/2 switch? DHCS has received all changes and recalculated their internal spreadsheets. Few districts that had incremental difference between Option 1 & Option 2, will address those before moving forward. Goal is to be complete before end of fiscal year June 2018.**
- **Please explain how DHCS is handling non-participating LEAs payback amounts to DHCS. DHCS stated that all paybacks are to be handled through the Prop 98 withhold process. After much discussion, if a LEC Region has/will withheld amounts for their districts and would prefer to cut a check to DHCS, they can. However, those invoices will need to be submitted early, so calculations can be made/reviews can be done. If a LEC would like to repay with withheld money, they need to work with their Analyst and Betty to make sure finance is receiving the appropriate list of which amounts need to be applied to prop 98.**

DHCS is unsure when Discretionary funds are to be released by the dept. of finance. The process all needs to be complete by June 2019.

What kind of confirmation will LECs and/or districts receive, as far as details/receipt when these funds are applied to Prop 98? Betty can share what she sends to finance, however, will get back to LECs as far as reconciliation of prop 98 funds and confirmation thereof. Assumption for budget is already done. Prop 98 withhold will only occur on the final amount, not on assumption that is already done by DHCS. Every fiscal year will be independent. Excel spreadsheets will be sent with LEA name/LEC name and overpayment amount to the LEC, DOF will be receiving this same information. If re-paying DHCS directly with withheld funds, LECs can write one check, however it needs to have specific information regarding what invoice it is related to.

- **What about paybacks for Community Colleges? DHCS is trying to work out procedure for withholds. They do receive prop 98 money, unsure if receive one time discretionary funds. Still working this out with DOF.**

- What is happening with those LEAs that had an incorrect interim payment amount or did not receive an interim payment? *For group 1, DHCS stated that nothing needs to be done. All claiming units received 100%/75%/30%. LEC Region 9 advised that one claiming unit for one qtr of 10/11 has not received their interim payment.*

DHCS stated that \$10 million of the department-wide deferral has been cleared and \$1.1 million is still outstanding. LECs can email Betty directly and she can advise as to which district payments are stuck in the queue for any specific LEC. For group 2, a settlement percentage backcasting template (that is separate from regular backcasting summary invoice page) has been emailed directly to affected LEC areas, those who had incorrect invoice amounts.

- What about the LEAs that remitted payment to DHCS due to the prior RTC processes that were supposed to be refunded back to the LEA? *DHCS has developed a template for the returned checks and are processing those and will populate settlement summary pages and will forward to affected areas. 5-6 regions affected. Have them printed on specific LEC letterhead and sign and return to DHCS, will have paid.*
- Backcasting Invoice rounding issue – *DHCS worked with affected regions, they believe this issue is resolved.*

4.2 Integration of RMTS into LBO Program – status

- Has DHCS submitted the last round of RAIs? *Not yet*
- Timeline – Review & Development of – *DHCS has not revisited the sample.*
- Has the SPA been officially submitted (are we now “on the clock”)? *Not yet*
- Is the target implementation date of 7/1/2018 still being considered? *Yes, still proceeding as if this is the effective date. DHCS stated that internal SMAA staff would be meeting within the next day or so and would be discussing the timeline. LECs asked to be included in these discussions and to provide feedback/input. DHCS agreed.*
- How will SMAA RMTS non-compliance affect participation in the LEA BOP? *DHCS stated that the same requirements will still apply. i.e suspension for non-compliance with the 85% minimum. Questions remained...to be discussed more in the future.*
- Any more information available regarding the Oct 4 “joint meeting”? *DHCS stated that an agenda will be distributed in early August and they anticipate it will include LEA BOP and RMTS, the primary focus is integration of both programs. DHCS and the LECs agreed to hold their meeting prior to the 10am start of the joint meeting.*

- **Is there an update regarding feedback received from stakeholders about combining the LEABOP and SMAA workgroup meetings?**
 - Please confirm that DHCS is aware if this happens, DHCS is still obligated to meet with their contractors (the LECs) separately. *DHCS is aware.*

4.3 Random Moment Time Survey (RMTS)

4.3.1 **Notification/Response timelines – what is the status of CMS discussions?** *DHCS received 77 comments to both mailboxes and upper management is still reviewing and determining if and how to respond to CMS.*

4.3.2 **LEA Coordinator Coding Review Report with real-time access – What is DHCS’ response?** *DHCS is in the process of reviewing changes that will be made to SMAA manual. Any additional approved changes will be submitted in next round of changes. These additional changes will be discussed in July at the Summit.*

4.3.3 **PPL 18-XXX - RMTS moments issued at the final minute of a TSPs work shift**

- Please confirm this is on a go-forward basis. Effective 18/19 Q2? *DHCS stated cannot pull sample at last minute of work shift, because the minute will go past their shift at end of minute.*
- Was CMS contacted about this? *Yes*, what was their response? *They Agreed.*
- Can the LECs get a copy of that documentation to add to our audit records? *Yes*. If you spoke to CMS can we get copy of response?
- Will this language be clarified in the SMAA Manual revisions currently pending CMS approval? If not, it needs to be. *DHCS agreed this will need to be incorporated into additional edits of the manual.*
- How does DHCS foresee us operationalizing this? Is this a new requirement of the system? Or a manual adjustment? *DHCS stated that these new requirements will be effective FY 18/19.*

4.3.4 **TSP Replacements –**

- What is DHCS’ response? *Will discuss further, possibly*
- Was clarification needed from CMS? What was their response?
- Can the LECs get a copy of that documentation to add to our audit records?

4.3.5 **Direct Charging beyond Code 15 –What is DHCS’ response?** *Will add to next round of manual amendments.*

4.3.6 **Record retention for 2009/10 – What is DHCS’ response?** *DHCS agreed that LEAs would only be required to maintain records beyond 2008/09 if they were subject to the deferral/backcasting and it was less than the 5-year record retention time. Anything prior to that is considered closed/done.*

4.4 Changes in SMAA staff – please provide an update

5.0 LEC Committee Business

5.1 CCSESA Update

5.2 LEC Meeting Calendar – *in process*

5.3 Update on RFP Process – *no new updates, appeal timeline has passed*

5.4 LEA BOP Ad-Hoc Workgroup update

6.0 Adjourn

*Next LEC Advisory Committee Meeting is scheduled for June 7, 2018 from 10:00am to 2:15pm
at the SELF Building.*