

SSIS Partnership Group

November 2, 2011

Attendees: Gary Sprynczynatyk, Beth Holmgren, Kristi Grunewald, Deb Sjostrom, Kate Stolpman, W. T. Browne, Jean Swanson-Broberg, Tom Kine, Michele Bennett, Janelle White, Tom Henderson, Linda Fitzgerald, Michelle Kemper, Gary Bork, Craig Sorensen, Abbie Willis, and Cheri Ashfeld

Agenda Item	Discussions / Presentations	Handouts
<p>Call to Order</p> <p>MnCHOICES/ RSMI Update</p>	<p>Gary Sprynczynatyk (McLeod) welcomed attendees and initiated introductions. Minutes from the August 2011 meeting were accepted as emailed.</p> <p>Deb Sjostrom is working for DHS's Disability Services Division (DSD) on a county exchange agreement from Otter Tail County. Her handout summarized how the Rate Setting Project has advanced into a web-based application, the Disability Waiver Rate System. Working with Tom Kine, a link will be created that displays in SSIS. To view the link, a worker will have to have an SSIS-created role assigned. There is a Disability Waiver Rates Setting video conference on November 15. Lead agency staff who use the system will be trained via a webinar in December, with active use beginning in January 2012.</p> <p>Kristi Grunewald, MnCHOICES Project Director, announced that the first phase of alpha testing with Dakota County generated valuable assessment feedback. Changes have been incorporated prior to the next alpha testing when 20 lead agencies ("first implementers") will test it for three weeks.</p> <p>Tom Henderson (Brown) thanked Dakota County workers for conducting the alpha testing, appreciating that their work eliminates issues and obstacles for all other counties.</p> <p>Tom Kine answered questions about MCOs and tribal use. MnCHOICES may be hosted on a centralized database just like the counties have. MCOs and Tribes will be able to see intakes, assessments and support plans. Workers will be able to remotely access the assessment through web-based access.</p> <p>Kristi summarized the three phases of the Waiver Provider Management:</p> <ul style="list-style-type: none"> • Provider certification due • Complaint piece • Overall monitoring. <p>Kate Stolpman added that the specific services that counties can provide as lead agencies will be changing as part of the Waiver Provider Management Project (formerly known as PEPSI).</p>	<p>Disability Waiver Rates Setting</p>

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<p>SSIS Update</p> <p><i>SACWIS Review</i></p> <p><i>IT Consolidation</i></p>	<p>Beth Holmgren reported:</p> <ul style="list-style-type: none"> • The federal SACWIS review in October went very well. SSIS is hopeful for final approval. She complimented Lisa Litchfield and Lexie Kjos for their Worker and Fiscal demos. • The first outcome of the IT consolidation is that all of SSIS now reports through DHS's CIO Tom Baden to IT Commissioner Carolyn Parnell. The relationship is known as OET@DHS. Changes are not visible, though managers are being drawn into many enterprise activities. She anticipates some department reorganization on an enterprise-wide basis as expertise is leveraged across projects. 	
<p><i>Document Issues</i></p>	<p>Jean Swanson-Broberg addressed Version 11.3's document issues, reminding members that documents are no longer word processor docs; they are now HTML with Java Script. Policies governing what must be included in documents made them more complex to create and customize than anticipated. SSIS has logged hundreds of problem reports.</p> <p>County members expressed the intense frustration felt by workers, supervisors, and managers. Document issues are having a huge impact on workflow and accuracy.</p> <p>An SSIS cross-unit group meets twice a week to review all document issues. They are prioritizing fixes. Jean acknowledged that every template needs to be checked.</p>	
<p><i>Upcoming Releases</i></p>	<p>Tom Kine announced that Cass, LeSueur, Morrison and Stearns Counties will pilot Version 11.4. When it goes statewide on November 29, it will include approximately 100 fixes and no major functionality changes.</p> <ul style="list-style-type: none"> • Most of V11.3 is working well, with the exception of documents issues. • Version 12.1 will be released on February 27, 2012. It will contain IV-E Abstract changes. • Version 12.2 will be released on May 28. Its SDM rework is in programming now. • Web-based NYTD services reporting by grantee agencies will begin in January 2012. • Adoptions functionality is underway for PPAI (Public Private Adoptions Initiative). 	
<p><i>Server Rollout</i></p>	<p>WT Browne reported that 31 of the 86 server replacements are done. All except Hennepin and Ramsey will be completed by December 15. Through a process of elimination, his staff found a solution to a significant problem experienced by both St. Louis and Dakota Counties – triggered by more than 35 connections. The new servers provide a new level of operating system, an upgrade of the Database System (Oracle), greater addressability, and transition to removable</p>	

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<p>Pilot Process</p>	<p>media. We have a four-year support contract for the servers. His team will monitor performance improvements and use that information to leverage improvements in the future. The replacement process takes about five hours.</p> <p>Beth Holmgren opened a discussion about how to secure pilot counties under the new quarterly release schedule. It has been increasingly difficult to get volunteers. Discussion suggestions:</p> <ul style="list-style-type: none"> • Outline defined expectations in a more formal request. • Approach counties that will heavily use the version’s new functionality. • Create a rotation list with the option to say No (for a good reason). • Outline the county’s pilot benefits such as having priority contact with SSIS and input into the statewide version. 	
<p>MCO Billing</p>	<p>Kate recapped the legislative process and Fiscal Advisory Committee (FAC) discussions about MCO billing. SSIS asked FAC representatives to take the issue to their regions to submit a request (SBAR) to the Administrative Uniformity Committee (AUC) to form a group of counties and MCOs to standardize the claiming elements. SSIS is not a provider, so it cannot make requests to the AUC. The request needs to come from counties. SSIS is now drafting a statement that FAC members can use in their regions to submit the SBAR. Gary Sprynczynatyk described conversations he has had with Kate Lerner, reminding her of a commitment to resolve this issue. Partnership members questioned what else can be done to demonstrate counties’ urgency.</p>	
<p>Mentor Coordinator Update</p>	<p>Lisa Litchfield noted that there are 50 new Worker mentors due to retirements and staffing realignments. Most seek training and many were unaware of FFP reimbursement for their travel and per diem costs. (See DHS Bulletin 11-32-06.) In Programs and Services, an Admin Activity of Mentor/Coordinator must be added and noted as Visible in County in order for a Mentor or Coordinator to select on time reporting.</p>	
<p>Technology Committee Update</p>	<p>Gary Bork (Carver) reported that Ann Sessoms of the State IT office sends IT consolidation updates to committee members. The committee participated in the RFI from the state. He looks forward to seeing the selected firms’ demos.</p>	<p>Next Meeting: Wednesday, December 7 10:30 a.m.-noon</p>