Sub-PAC Meeting Agenda / Minutes

GROUP:	DATE:	TIME:	LOCATION:
Self Sufficiency Sub-PAC	6/02/11	12:30 – 3:30	Arapahoe County DHS

Facilitator(s): John Bernhart and Tracey Garchar

Attendees: Larraine Archuleta (via T/C), Nick Barela (via T/C), John Bernhart, Joe Carrica (via T/C), Melinda Cox, Larry Desbien, Jennifer Eads, Lynnae Flora, Tracey Garchar (via T/C), Todd Jorgensen, Levetta Love, Kathleen Lyons (via T/C), Sue McGinn, Margie McIntyre, Joanne McLain, Jon Merritt (via T/C), Toni Myles, Jack Rudd (via T/C), Sheryln Stephens; Robert Juszynski (via T/C) of the State Office attended as an alternate for Susan Kern; Blanche Means-McDonald of Mesa County (via T/C) and Monica Roers of Adams County also attended the meeting.

Excused: Melissa Acosta, Katie Griego, Susan Kern, Michelle Trujillo, and Laura Willems

Not Excused: Maria Garcia

Preliminary Meeting Items

Item #	Description	Requested By	Assigned To
1	Title/Subject: **WELCOME AND INTRODUCTIONS** Action/Comments: The meeting convened, and the members introduced themselves.		
2	Title/Subject: **REVIEW OF MINUTES OF MAY 5 MEETING** Action/Comments: In the interim, no revisions to the DRAFT minutes of the previous meeting were requested. However, at the meeting two members requested that minor revisions be made, and one member requested a minor correction be made. Motion was made to accept the DRAFT minutes with the minor revisions/correction noted; the motion was seconded and unanimously carried.		

Old Business

Item #	Description	Requested By	Assigned To
1	Title/Subject: **REVIEW OF MORNING PAC MEETING / PAC POLICY SUBMITTALS AND DISCUSSION ITEMS** Action/Comments: John Bernhart gave the update on the PAC meeting: ▪ Four (4) policy submittals were discussed; none were directly related to Self-Sufficiency. ▪ CDHS is reviewing program rules. ▪ The PAC wants a representative from the Domestic Violence Program at the table. ▪ EBT process changes were discussed. ▪ RMS – PAC discussed web and email polling instead of phone calls.		

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New Business

Item #	Description	Requested By	Assigned To
1	Title/Subject: **FOOD ASSISTANCE PROGRAM UPDATE** Action/Comments: Sue McGinn said that Congress is discussing moving the FAP to a block grant, which is not a good idea, and she encouraged the members to contact their senators and representatives to voice their opinion. FAP had some additional DOD money that was allocated to the counties; it must be spent by September 30. Another allocation of DOD money will become effective in July. DOD money can be used to purchase kiosks and monitors for PEAK. She noted that over 20 counties have doubled the size of their caseloads; Colorado is 50th in nation for participation rate with a 67% participation rate. The program has piloted its new SNAP application for seniors over 60 in Weld and Denver. It is a shorter, two-page application. The EBT Task Group is working through issues that may arise with the mail out of EBT cards. She told the counties to expect some expedited participants may be coming into their offices. Sue will give another update next month.		
2	Title/Subject: **COLORADO WORKS RULE** Action/Comments: Levetta Love spoke briefly to the members and told them that Margie had emailed the latest version of the CO Works Rule to them. She noted that there had been some minor changes to the language but not to the content of the Rule. She reminded the members that the Rule was being presented to State Board at the PDA next week.		
3	Title/Subject: **CBMS UPDATE** Action/Comments: Jack Rudd gave the CBMS update and told the members that PEAK had launched over the past weekend. The build went well, but there were some security and Help Desk issues. There was no surge in application; Weld County had received 34 apps. He noted that the PEAK Application had received a Laureate Status Award. In-Box Training will take place soon. Sue McGinn added that a contact person in each county is needed for In-Box issues. Jack said that only three counties have not yet provided a contact/representative. CBMS Interface with ACSES needs to go through the Integrated Project Team (IPT) Process. The IPT is the technical arm of the Executive Steering Committee. They are building an 18-month plan, and they are looking at training, policy, communication, and data. Jack asked the members if they had questions or concerns. One member noted that the system had been slower than usual during the past week. Jack said that it was an infrastructure problem that caused system slowness statewide. The problem was being addressed, and the system will likely be moved from Citrix servers in November or December, which will help. There was a lengthy discussion with the members sharing more concerns. Jack said that technical staff would be meeting with the end users in the counties to help alleviate some of those concerns. He also said that he would talk to Steve Fowler about the concerns shared at the meeting.		

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4	Title/Subject: **WORK SUPPORT STRATEGIES GRANT UPDATE** Action/Comments: Sue McGinn was asked to update the members on the WSS Grant. The group has had a couple of meetings and is drafting a document for the state to look at. They were also discussing express lane eligibility for Medicaid, creating a road map of concepts, and how to involve the counties and other stakeholders.		
5	Title/Subject: **CHILD SUPPORT ENFORCEMENT UPDATE** Action/Comments: Larry Desbien told the members that the online application for child support enforcement services will be ready by the end of June. When the county intake person accepts the application, it will automatically populate to ACSES. More information will be going out statewide soon.		

Meeting Closure

Item #	Description	Requested By	Assigned To
1	Title/Subject: **NEXT MEETING** Action/Comments: The next meeting will take place on Thursday, July 7, 2011, @ 12:30 PM @ Arapahoe County DHS.		
2	Title/Subject: **AGENDA ITEM SUGGESTIONS FOR NEXT MEETING** Action/Comments: • Food Assistance Program Update – Sue McGinn ○ EBT • CBMS Update – Jack Rudd • County Practices/Process Improvement – Jennifer Eads • Organizational Restructure – John Bernhart		
3	Title/Subject: **MEETING ADJOURN** Action/Comments: There being no further items for discussion, the meeting was adjourned.		