

DRAFT

**NH Balancing Incentive Program - Stakeholder Committee
Wednesday, February 13, 2013 – Brown Building, Room 232**

Attendees: Valerie Acres, Leslie Boggis, Jill Burke, Candace Cole-McCrea, Nanci Collica, Carl Cooley, Ed Drury, Vivian Green, Suellen Griffin, Daniel Hebert (via phone), Rebecca Hutchinson, Pam Jolivette, Kathryn Kindopp, Debbie Krider, Doug McNutt, Betsy Miller, Margaret Moser, Eldon Munson, Kirsten Murphy, Beth Raymond, Joey Rolfe, Barbara Salvatore, Pat Seaward Salvati, Bernie Seifert, Dotty Treisner, Michelle Winchester
DHHS: Susan Lombard, Don Hunter

The meeting opened with introductions and expression of DHHS appreciation of participation by Stakeholder Committee members. No additions or changes to January meeting notes were requested.

BIP Updates

- The proposal deadline for the RFP for BIP project management services was Jan. 15. DHHS is now in the proposal review stage and would like to have contract ready for consideration at March 20 G&C meeting.
- A brief overview was provided of the projects being funded through the Bureau of Developmental Services/Community Services Network contract (approved by G&C on 12/19/12). These projects will create system change.
- A brief list of the types of core competency trainings being considered for the Community Mental Health Centers was presented. These will be funded through a contract amendment for Manchester that is already in process.
- A number of concerns were expressed and echoed by multiple members that:
 - These and other BIP projects should have/develop into applicability across program silos and populations.
 - Concern was expressed that none of these trainings apply directly to elderly populations. The applicability of CSNI projects was pointed out in response (later in meeting it was pointed out that all program areas had been given opportunity/requested to submit training proposals for funding during this FY – only BDS & BBH submitted, BEAS has submitted this week).
 - These efforts are a carve-out from the process that had been described to the Committee (through project management services RFP)
 - Members upset and frustrated by their lack of input – raises serious issues of trust between Committee & DHHS
 - Concerns that BIP funds have been allocated and are not available as all other projects get considered
 - These efforts send message that DHHS is setting BIP direction and circumventing Stakeholder input

A request was made that a joint meeting be arranged with the BIP Advisory Group to have a discussion about the process and input into development, review, endorsement/recommendation of BIP projects, leading to funding approval by DHHS.

Additional requests were made during the meeting to:

- 1) post the Stakeholder Committee meeting notes online;
- 2) make the meeting notes from Advisory Group meetings available; and
- 3) provide lists of Advisory Group and Stakeholder Committee members.

Figures were provided on the ratio of non-institutional to institutional spending for the quarters ending Sept. 30 and Dec. 31, 2012.

- NH's original ratio identified by CMS for FFY 2009 was 41.2%. For the quarter ending Sept. 2012 was 45.3% and the ration for the quarter ending Dec. 2012 57.5%.
 - BIP needs to advance several more quarters, before any possible pattern to these ratios can be determined.
 - There was an explanation of why and how DHHS made adjustments to the CMS 64 reporting when BIP started in order to more accurately report NH Medicaid's non-institutional spending. A request was made to identify and provide more information on the adjustments that were made
- There was a request to provide ratio figures going back several years. The pre-BIP figures will not be comparable to the BIP figures, because of the adjustments made starting in 2012.
- An additional request was made for information over several years on the number of people receiving community-based LTSS, by population, with amounts spent.

The discussions and questions proceeded along several tracks, jumping across topics and concerns and moving back and forth among agenda items.

Questions and concerns were raised about the Level 1 screening questions. The Advisory Group is still working on these, but the current version was brought to the Stakeholder Committee to get their feedback at the same time.

- Questions and concerns included that the questions contain too much terminology, are not simple enough, and may not provide respondents with a sense of their possible eligibility.
- After the Stakeholder Committee and internal reviews and revisions are complete, a process to distribute for community testing/feedback needs to be laid out. Hopefully, such a process can be used with all infrastructure and service deliverables as BIP moves ahead.
- There are questions whether the Level 1 screen (and eligibility coordinators) will be of assistance to people who are already receiving some services, but whose situation changes so that they may now be eligible for additional services.

Committee member were asked to review the questions further and provide additional feedback.

Community Services and Supports Initiatives

Discussion of the process for preparing, submitting, reviewing, considering, and advancing community services and supports proposals was limited.

- A suggestion was made that the initial concept papers include an explanation of why their proposal is important to the community LTSS system and recipients.
- There was some discussion about whether all proposals should be returned to their submitters and asked to re-submit, once the “concept” template is finalized.
- Another suggestion was to provide submitters (and potential submitters) with information up front on the entire process, so they could choose whether to start with a concept or submit a full proposal if they already done the preparation work.
- Check to see if the concept/proposal information items align with DHHS contracting requirements.
- Potential process:
 - Submit concept paper (at a minimum)
 - If it meets criteria (as reviewed by Project Management Entity and/or DHHS staff), then pass along for Stakeholder Committee review.
 - If there are questions at staff review stage, return to submitter for clarification.
 - If the concept does not meet the criteria for BIP funding, turn over to DHHS/BIP staff for confirmation and notice of rejection.
- The draft concept template and “steps” document will be revised to reflect Stakeholder feedback and distributed for further review and possible approval.
- A request was made that DHHS hold off on accepting any further requests until the entire proposal process is clarified and settled.
- This followed a request for assurance that all projects going forward will be reviewed by the Committee before DHHS approval.

Next Stakeholder Committee Meeting

Wednesday, March 13 @ 1:00 – Walker Building, Public Utilities Commission, Hearing Room A