



**DHS Council Meeting Minutes
July 14, 2022**

EXECUTIVE COMMITTEE MEMBERS	DEPARTMENT OF HUMAN SERVICES
Rebecca Peterson - present	Director Kelly Garcia – present
Skylar Mayberry-Mayes – absent	Sarah Reissetter - present
Kimberly Kudej – present	Matt Highland – present
Sam Wallace – present	Sarah Ekstrand - present
Jack Willey – present	Faith Sandberg-Rodriguez-present
Monika Jindal - present	Nancy Freudenberg – present
Kay Fisk – present	Elizabeth Matney - present
	Vern Armstrong - present
	Cory Turner - present

EX-OFFICIO LEGISLATIVE MEMBERS
Representative Joel Fry – absent
Senator Mark Costello – absent
Senator Amanda Ragan – present
Representative Timi Brown-Powers – absent

Call to Order

Chair Rebecca Peterson called the Council meeting to order at 10:00 a.m. via zoom teleconference.

Roll Call

Peterson, Fisk, Kudej, Willey, Wallace, and Jindal were present. Mayberry-Mayes was absent. All ex-officio members were absent.

Approval of Minutes

A motion was made by Wallace and seconded by Willey to approve the minutes of the June 9, 2022, meeting.
MOTION UNANIMOUSLY CARRIED

Rules

**R-1 Amendments to Chapter 5, “Declaratory Orders,” Iowa Administrative Code.
(Align rules with current practice and the Iowa Code)**

This rule making makes changes to contact information and minor changes to wording for consistency throughout the rules. This review is part of the department’s five-year rules review process.

A motion was made by Kudej to approve and seconded by Willey
MOTION UNANIMOUSLY CARRIED

R-2 Amendments to Chapter 47, “Diversion Initiatives,” Iowa Administrative Code. (Aligns rules with current practice).

This rule making updates the name of Iowa’s food assistance program to the Supplemental Nutrition Assistance Program to be consistent with the name of the federal program and to alleviate confusion around food benefits in Division I. Division II relates to the Family Self-Sufficiency Grants Program. Rules are updated to clarify the Bureau of Refugee Services can provide PROMISE JOBS Services to refugees who have not yet obtained United States citizenship. This review is part of the department’s five-year rules review process.

A motion was made by Jindal to approve and seconded by Kudej
MOTION UNANIMOUSLY CARRIED

R-3 Amendments to Chapter 158, “Foster Home Insurance Fund,” Iowa Administrative Code. (Updates insurance fund to cover auto damage)

This rule making updates the insurance coverage under the Foster Home Insurance Fund to include auto damage by foster care children as a covered expense. This rule making does not change the premium or the total costs the Department currently pays. This review is part of the department’s five-year rules review process.

A motion was made by Willey to approve and seconded by Jindal
MOTION UNANIMOUSLY CARRIED

The following amendments to the administrative rules were presented as Noticed rules.

N-1 Amendments to Chapter 36, “Facility Assessments,” Iowa Administrative Code. (Align rules with current practice and the Iowa Code).

This rule making proposes technical changes to remove the word “enterprise” from Iowa Medicaid, removes form names and updates unit names and addresses. This review is part of the department’s five-year rules review process.

N-2 Amendments to Chapter 66, “Emergency Food Assistance,” Iowa Administrative Code. (Align rules with current practice and the Iowa Code).

This proposed rulemaking updates the name of the Division to Financial, Food and Work Supports. Additional information is provided on the Emergency Food Assistance Program (TEFAP) for additional guidance to consumers on how eligibility is determined for the program and how claims are established against TEFAP entities. This review is part of the department’s five-year rules review process.

N-3 Amendments to Chapter 79, “Other Policies Relating to Providers of Medical and Remedial Care,” Iowa Administrative Code. (Amends documentation requirements for narrative service encounters).

This proposed rule will positively impact direct care service providers by removing the requirement for narrative service documentation for each service encounter or shift and replace it with the requirements to provide a narrative only when the incident, illness, unusual or atypical event occurs during the service encounter. The proposed amendments will clarify that Medicaid providers must include all records and documentation to support the services provided to members and to allow accurate adjudication of the claim. In addition, documentation requirements must meet the professional standards pertaining to the service provided. Providers have requested the proposed rule amendments in response to the direct care workforce crisis.

N-4 Amendments to Chapter 89, “Debts Due from Transfer of Assets,” Iowa Administrative Code. (Align rules with current practice and Iowa Code).

This rule making updates the effective date for transfers of assets that took place between July 1, 1993, and December 31, 2018. This portion of the program was suspended effective January 1, 2019, and there have not been any referrals to recover resources from anyone who received the transferred resources since then. This review is part of the department’s five- year rules review process.

**N-5 Amendments to Chapter 91, “Medicare Drug Subsidy,” Iowa Administrative Code.
(Implements new child care ratio legislation, HF2198)**

Chapter 91 provides the framework for the Medicare Drug Subsidy program for Medicare Part D beneficiaries. This proposed rulemaking removes forms that have become obsolete, updates the rules and provides correct rules references as part of the department’s five-year rules review process.

**N-6 Amendments to Chapter 170, “Child Care Services,” Iowa Administrative Code
(Implements HF 2252 from the 2022 legislative session).**

Previously for a parent to be eligible for child care assistance (CCA) a medical incapacity needed to be considered “temporary”. Under HF 2252 the Code of Iowa requirements are changed and removal of this temporary requirement will allow a family with one permanently disabled parent to be CCA-eligible based upon the needs of the parent who is not disabled.

A motion was made by Kudej to approve and seconded by Fisk
MOTION UNANIMOUSLY CARRIED

HHS Alignment Update

Public Health Deputy Director Sarah Reisetter provided an update on Phase 1 of the HHS alignment work that has been taking place. Her team has also been actively planning for the Phase 2 portion. She stated that the team has worked extensively on developing a new table of organization for our new HHS agency and is currently mapping all employees to it. Town Halls are scheduled for July 29th for all employees, and where the table of organization will be introduced. Her team surveyed over 1400 employees and have used those results to develop a new mission, vision, and guiding principles for our new agency. We will also be unveiling the new branding during the Town Halls.

Director’s Report

Director Kelly Garcia followed up Sarah’s update with more details regarding alignment. She shared that we have held 2 HHS Leadership retreats with over 90 team members in attendance. It was a great time to bring our vision to reality and to allow folks to get to know each other. Both retreats were a big success. Our new HHS agency went live on July 1st with a press release and much work continues including work on our new website which will launch in October.

Director Garcia informed the Council that have been 3 reported cases of monkeypox in Iowa. Public health team members have been working with local public health agencies to ensure contact tracing and vaccine administration are occurring. All 3 cases have gone as they should.

She also shared that beginning July 16th, the National Suicide prevention lifeline goes live. People experiencing thoughts of suicide can call 988 and reach an experienced counselor. The existing number will remain operational. HHS will issue a press release July 15th and has a social media campaign planned to ensure lowans are aware of the new services and how to access them.

Adjournment

A motion was made by Willey to adjourn the meeting and was seconded by Kudej

Meeting adjourned at 11:08 a.m.

Respectfully Submitted by:
Julie McCauley
Council Secretary