

# Minnesota Eligibility Technology System Executive Steering Committee Meeting Minutes

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## Details

February 27, 2024

10 a.m.-12 p.m.

Location: Room #300 North, State Office Building ,100 Rev Dr Martin Luther King Jr Blvd, St. Paul, MN 55155

## Participants

### Voting Members

- Libby Caulum, MNSure
- Kari Koob, MNSure
- Dave Greeman, DHS
- Julie Marquart, DHS
- Dustin Letica, St. Louis County
- Kari Ouimette, Scott County

### Non-Voting Members

- Jon Eichten, MNIT
- Mike Wright, MNIT

### Guests

- Brian Sittarich, MNIT
- Jackie Hippen, MNIT

## Agenda Items

### Call to Order & Welcome

Dave Greeman, (DHS) - called the Minnesota Eligibility Technology System Executive Steering Committee meeting to order at 10:02 a.m. The following ESC members were present: Co-chair Jon Eichten, Co-chair Dave Greeman, Kari Koob, Libby Caulum, Julie Marquardt, Dustin Letica, Kari Ouimette and Mike Wright. Others in attendance included: Brian Sittarich, and Jackie Hippen

Quorum was met and Dave reviewed the meeting agenda.

### Administrative Items

#### Approval of Meeting Minutes:

The committee needed to approve the November 28, 2023 meeting minutes as that is the last time the METS ESC met.

Jon Eichten made a motion to accept the minutes as written. Seconded by Dustin Letica.

With no discussion it was opened for a roll call vote:

Greeman - Aye; Libby - Aye; Letica - Aye; Ouimette - Aye; Koob - Aye; Marquardt - Aye.

Motion passed with none apposed.

## **METS Financial Update**

Presenter: Jackie Hippen, Director of Enterprise Planning and Administration, MNIT Services @ DHS/MNsure

Presented was the Minnesota Eligibility Technology System Fiscal Report for the quarter ended December 31, 2023.

### **FY23 Q2 Financial Report**

The focused was on two items:

- An update to the METS APD budget
- FY24 spend thru Q2.

Page 1 explains the statutory requirement, provides definitions of the report tables and cost categories, and contains information about lag and why the report shows 5 quarters.

Page 2 gave a four-year view, with two bienniums shown in four columns across the top of the page.

The development component was broken down further into three types of development:

- The first component is the METS Eligibility and Enrollment Advanced Planning Document (or APD). This relates to a joint state and federal investment in additional functionality for the METS system. It runs on a federal fiscal year of October 1 - September 30, so the budget in FY24 represents a blend of two awards, FFY23 & FFY24. The APD budget in FY25 is currently blank as no work has yet been approved beyond the end of state fiscal year 24.
- The second component is for qualified health plans, or MNsure-specific development. This includes costs related to the transition of qualified health plan cases from METS to GetInsured, and is funded solely by MNsure.
- The last piece is METS enhancement work related to COVID-19 response, and is funded by the American Rescue Plan.

Page 3 same layout as the previous page in that the top half of the page shows expenditures, and the bottom half shows financing for Development and Operations work.

### **Development**

- On a revised budget of \$27.5M, we are currently projecting total expenses of \$24M, which would result in an underspend of \$3.5M.

- For the APD - On a budget of \$18.1M, we expect to spend \$16.8M. Most of the remaining \$1.3M is true underspend and will be available for investment in future METS development work.
- For MNsure development, we are currently projecting an underspend of \$2.2M. In contrast to the APD underspend, the budget remaining at the end of FY24 will be shifted into FY25 to support future project costs.
- Operations
  - At the end of the second quarter, we expect to spend 5% more than the approved budget. MNIT is tracking several operational pressures, including:
    - An unexpected Oracle hardware refresh. MNIT plans to spend \$700K in the next couple months to update existing Oracle hardware and shift it into the cloud. DHS is considering whether a portion of that cost could be attributed to the METS APD, which would alleviate the pressure in operations. Currently, the entire cost is anticipated to be spent in Operations.
    - Additionally, MNIT continues to support DHS in COVID Unwind activities. YTD, MNIT has incurred approx. \$1.3M in unplanned costs related to COVID Unwind. DHS received legislative funding for this work, and we expect additional budget to be added to METS Ops before the next quarterly report is produced.
    - Beyond that, current projections suggest a need to shift budget between cost categories to balance the budget vs. spend. We will continue to monitor that in future quarters and adjust as necessary.

***Vote - Fiscal Report for Quarter Ending 12/31/2023***

Libby Caulum made a motion to approve the Fiscal Report for Quarter Ending 12/31/2023 which was seconded by Dustin Letica.

With no discussion it was opened for a roll call vote:

Greeman - Aye; Libby - Aye; Letica - Aye; Ouimette - Aye; Koob - Aye; Marquardt - Aye.

Motion passed with none opposed.

**METS IT Program Status Update**

Presenter: Brian Sittarich, METS Program Manager, MNIT Services @ DHS/MNsure

Presented was an update on the Minnesota Eligibility Technology System in three parts, METS Updates and Standing Topics.

**Requests for Approvals**

METS Program has brought forward three items for approval so discovery and planning can begin. Provided to the board was a brief description and summary, a benefit analysis the impacts of not completing the projects.

- Expansion of MA Former Foster Care Basis of Eligibility
- MinnesotaCare Eligibility for Undocumented Minnesotans
- Increasing Health Care Access and Affordability-TEFRA

Q: Kari O. - Will the TEFRA Project have an impact on Notices?

A: Brian to follow up with Kari O. on how the TEFRA project will impact Notices.

**Vote** - Add Expansion of MA Former Foster Care Basis of Eligibility, MinnesotaCare Eligibility for Undocumented Minnesotans, and Increasing Health Care Access and Affordability-TEFRA to the METS Roadmap.

Kari Ouimette made a motion to approve the three projects to the METS Roadmap which was seconded by Libby Caulum.

With no further discussion it was opened for a roll call vote:

Greeman - Aye; Libby - Aye; Letica - Aye; Ouimette - Aye; Koob - Aye; Marquardt - Aye.

Motion passed with none opposed.

### **METS Updates**

**METS Renewals Improvement Efforts** - A description and update were provided for Auto Manual Renewals, Auto Renewals - Future State, and Individual Renewals.

**Continuous Eligibility for Children Update** - Project was first deployed in December 2023, a change request is in progress to add a second release with a preliminary deployment in the late fall release in 2024.

**MNIT Open Enrollment Update** - Open Enrollment closed on 1/15/2024, some minor issues were experienced but resolved quickly.

### **Standing Topics**

**FFY24 Roadmap (adjustments)** - Three new projects were added to the roadmap.

- Expansion of MA Former Foster Care Basis of Eligibility
- MinnesotaCare Eligibility for Undocumented Minnesotans
- Increasing Health Care Access and Affordability-TEFRA

**Upcoming Deliverables** - Work was presented in two parts focusing on changes, Rolling Deliverable Schedule, and Release Timeframe, providing a rolling view of recent and planned deliverables both by new development and ongoing/annual work.

- Rolling Deliverable Schedules
  - New Development Projects - Three projects were added.
    - Expansion of MA Former Foster Care Basis of Eligibility
    - MinnesotaCare Eligibility for Undocumented Minnesotans
    - Increasing Health Care Access and Affordability-TEFRA
  - Ongoing/Annual Work - No changes were made to this schedule.
- 2023 Release Timeframes - Shows work scheduled to deliver in the specified release and updates were provided if needed.

- **Late Fall Release** (Deployed on December 17, 2023) - Continuous Eligibility for Children, Passive Renewals, Infrastructure Improvements - IAM MNSure MFA & Dev Enhancements, Data Mart 1.5 and M&O non-project work.
- **Winter Release** (February 11, 2024) - This release includes Verify Lawful Presence 37.1 (phase one of the Curam Upgrade 2022), Auto Renewal Future State, and M&O Non-Project work.
- **Late Winter Release** (March 10, 2024) - This release includes Individual Renewals - Phase 1, Auto Renewals (AR) Future State, Infrastructure Improvements - IAM MNSure MFA & Dev Enhancements, Data Mart 1.5, and M&O Non-Project work.
- **Spring Release** (May 5, 2024) - This release includes Individual Renewals - Phase 2, Passive Renewals, Data Mart 1.5, and M&O Non-Project work.
- **Summer Release** (June 23, 2024) - This release includes the Curam 8.1 Upgrade, Data Mart 1.5, and M&O Non-Project work.
- **Fall Release** (October 13, 2024) - MinnesotaCare Eligibility for Undocumented Minnesotans, HCCS IVR Phone System, and M&O non-project work.

**Stoplight Report** - Presented were the active projects on the roadmap along with their red, yellow, or green status as reported by the project managers as of Friday, February 16, 2024. Eleven projects were reported on: Nine in green and two in red (HCCS IVR Phone System, and Curam 8.1 Upgrade). An update and get to green plans were provided for red projects.

### **New Business**

No new business was brought up for discussion.

### **Public Comment**

No public comments were made.

### **Adjourn**

Next meeting is expected to be held March 26, 2024, at 10 a.m.

Dave adjourned the meeting at 10:55 a.m.