

Meeting Agenda: Minnesota Eligibility Technology System Executive Steering Committee

August 26, 2025

10:00 a.m.-12 p.m.

Location: Room #1100, Minnesota Senate Building, 95 University Ave. W., St. Paul, MN 55155

This meeting is being recorded and posted to a public website pursuant to Minn. Stat. 62V.055.

Agenda

Call to Order & Welcome

Facilitator - Dave Greeman

Please note this meeting is being recorded and may be posted to a public website pursuant to Minn. Stat. 62V.055.

Dave Greeman, (DHS) - called the Minnesota Eligibility Technology System Executive Steering Committee meeting to order at 10:03 a.m. The following ESC members were present: Co-chair Dave Greeman (DHS), Libby Caulum and Marian Potter (MNsured), Jennifer Trom (MACSSA), and Mike Wright (MNIT). Others in attendance included: Jackie Hippen, Brian Sittarich, Troy Kingore, and Terry Okeefe. Absent committee members were Jon Eichten and Dustin Letica.

The quorum for the meeting was met and Dave reviewed the meeting agenda.

Administrative Items

Minutes

The first item of business was the approval of the minutes from the May 27th meeting; Libby made a motion to accept the minutes as written, and Jennifer seconded the motion.

Vote:

Dave Greeman (DHS) - Aye

Jennifer Trom (MACSSA) - Aye

Libby Caulum (MNsured) - Aye

Marian Potter (MNsured) - Aye

No members opposed.

The motion passed. The minutes from the May 27 meeting were approved.

METS Financial Update

Presenter - Jackie Hippen

SFY25 Q4 METS ESC Report

Jackie Hippen, Director of Enterprise Planning and Administration with MNIT Services, gave an overview of the METS fiscal report. She explained that the three-page report was created

with input from DHS, MNsure, counties, and MNIT, and includes background information along with a breakdown of development and operations budgets.

Jackie reviewed the development budget, which includes the METS Eligibility and Enrollment APD and MNsure's qualified health plan (QHP) development work. The fiscal year 2025 development budget totals about \$29.7 million, including \$18.5 million in APD funding across two federal fiscal year awards. MNsure development totals \$11.3 million, mostly focused on separating QHP functionality from METS and completing the Easy Enrollment project. The fiscal year 2025 operations budget is roughly \$45.5 million.

She then walked through the proposed fiscal year 2026 budget. It includes the final quarter of the current federal award and continued MNsure development work. DHS has submitted a request for the next federal funding cycle. Operational costs decrease in FY26 due to the end of certain one-time funds and reduced hardware, software, and IBM licensing costs. No development budget is shown yet for FY27 because no project work has been approved.

Jackie also reviewed the fiscal year 2025 quarterly report (Table 2). She described how the report tracks quarterly spending, year-to-date totals, encumbrances, and remaining balances. Development spending is projected at \$23.4 million, which would leave about \$6.3 million unspent. About \$1.2 million of that is due to requesting more funding than needed, and about \$3.2 million is due to project delays, including the former foster care project. MNsure development is expected to underspend by just under \$2 million, which will carry into FY26. Operations are projected to spend about 89% of the annual budget. Around \$800,000 in fiscal note work will shift into FY26, and the rest of the unspent funds will return to agencies.

Following the presentation, Jackie Hippen opened the floor for questions.

Dave asked which project was tied to the unused APD funding. Jackie did not have that information available but offered to follow up. With no further questions, Dave asked for a motion to approve the state fiscal year 2025 Quarter 4 METS ESC financial report. He noted that this vote applied only to the FY25 report and not to the proposed FY26 budget.

A motion to approve the FY25 Q4 METS ESC Financial Report was made by Libby and seconded by Jennifer.

Vote:

Dave Greeman (DHS) - Aye

Jennifer Trom (MACSSA) - Aye

Libby Caulum (MNsure) - Aye

Marian Potter (MNsure) - Aye

No members opposed.

The motion passed. The FY25 Q4 financial report was approved.

METS IT Program Status Update

Presenter - Brian Sittarich

Brian Sittarich, MNIT at DHS METS Program Manager, presented the METS IT Program Status Update. He acknowledged the contributions of the METS teams and thanked Troy Kingore for assistance in preparing the presentation and Terrence O'Keefe for presenting the slides. Brian outlined the agenda, which included (1) an approval request for the METS ESC, (2) METS program updates, and (3) standing items covering the SFY 2026 road map, METS deliverables, and spotlight status reports.

Approval Requests

Brian explained that METS shifted to a state fiscal year format covering July 1, 2025 through June 30, 2026 to better align with financial reporting. He walked through the structure of the road map slide, describing each column, including project type, status, work type, start and go-live dates, end dates, cost codes, funding sources, and APD funding. The road map is sorted by project status and end dates, with completed projects appearing at the bottom. He noted that eight carryover projects remain in progress for SFY 2026 and provided brief descriptions of each, including Continuous Eligibility for Children (Phase 3), Architecture and Middleware Upgrades (BPM to ACE), Increasing Healthcare Access and Affordability (TEFRA updates), the HCCS IVR phone system enhancements, MinnesotaCare for Non-citizens not Lawfully Present (NNLP), Minnesota Paid Leave implementation, MA expansion for former foster care youth, and the QHP Eligibility System Transition (QEST).

Brian paused for questions before requesting a motion to approve the SFY 2026 METS road map. With no discussion raised, Libby moved to approve the road map and Jennifer seconded the motion.

Vote:

Dave Greeman (DHS) - Aye
Jennifer Trom (MACSSA) - Aye
Libby Caulum (MNsurre) - Aye
Marian Potter (MNsurre) - Aye
No members opposed.

With no opposition, Dave confirmed the motion was adopted and thanked Brian for the update.

METS Updates

Brian presented the second part of the agenda, outlining the METS updates. He noted that Slide 4 provided an overview of the topics to be covered, including SGG administrative changes, projects added to the portfolio, and open enrollment preparations. Slide 5 confirmed that there were no changes in the composition of the SGG membership seats. On Slide 6, Brian reported that no new projects or initiatives had been assigned to the METS portfolio, and Slide 7 indicated that the METS portfolio remained unchanged since the last ESC meeting.

Regarding open enrollment preparations for SFY 2026, Slide 8 detailed that MNIT teams would begin meeting with technical stakeholders in September to track the status of necessary tasks, following the established process from previous years. Key tasks include open enrollment planning kickoff, installation of FPL tables for MinnesotaCare, running QHP renewal batches in September, determining the effect of the change freeze period, reviewing all DHS-impacting changes through the daily Change Advisory Board, and establishing the command center for open enrollment.

Brian paused for questions at this point. Libby expressed appreciation for the work MNIT does to ensure a solid open enrollment plan each year, recognizing the care and effort involved in the process.

Standing Topics

METS State Fiscal Year 2025 Roadmap

Brian presented the METS SFY 2026 road map on Slide 10. He reminded attendees that the road map is sorted first by project status, with closed projects appearing at the bottom, and then by end date, so recent deployments appear at the top. Brian noted that there have been five updates since the last meeting, all reflecting project status changes that do not require ESC approval.

Specific updates included the HCCS IVR phone system, with the end date moved from July 24, 2025 to September 5, 2025, with a potential extension to late September for final deployment. Minnesota Paid Leave end date changed from January 1, 2026 to March 6, 2026 to accommodate the warranty period and closure of METS-related work. MinnesotaCare for non-citizens not lawfully present moved from February 17, 2026 to December 17, 2025, with a goal of potentially accelerating deployment to September 2025. The expansion of MA for Former Foster Care was adjusted slightly from March 30, 2026 to March 22, 2026. Architecture Planning and Application Security Middleware upgrades were moved up significantly from October 4, 2027 to September 30, 2025. Brian paused for questions regarding the SFY 2026 road map updates, with none raised.

Rolling Deliverables for New Development Projects

Brian presented Slide 11, which displays the deliverable schedule for new development projects. The slide provides a rolling view of recent and planned deliverables organized by project and release time frame. The leftmost column lists the individual development projects on the road map, the second column shows the current project phase, and the next five columns show specific release time frames, typically spanning approximately three months, ending with a major METS release. The first release time frame represents past work, while the subsequent columns reflect upcoming deliverables.

Brian reviewed updates marked with a delta symbol in red font since the last meeting, reflecting project status changes that do not require ESC approval. In the SFY 25 Q4 spring release, the HCCS IVR phone system and MinnesotaCare for non-citizens not lawfully present were deployed on June 15. During the summer release, Continuous Eligibility for Children, Increasing Healthcare Access and Affordability, TEFRA, and additional HCCS IVR functionality were deployed in August. For the Q2 fall release, the Continuous Eligibility for Children and

TEFRA projects are anticipated to close by the end of September, along with the final deployments for the HCCS IVR phone system and Minnesota NNLP. In the Q3 winter release, MinnesotaCare NNLP is expected to enter the closing stage. Finally, in the newly added SFY 26 Q4 release, the QHP Eligibility System Transition Project (QEST) is scheduled to launch on June 26, and the expansion of MA for former foster care youth is expected to close. Brian paused for questions regarding the rolling deliverable schedule, with none raised.

Rolling Deliverable Schedules - Ongoing/Annual Work

Brian presented Slide 12, which displays the deliverable schedule for ongoing annual work. He walked through updates marked with a delta symbol in red font since the last meeting, starting with the SFY 25 Q4 spring release and moving left to right. The schedule includes operational report requests, M&O non-project work that does not require a major release for production, and METS input group work, all of which deliver work during this time frame.

In the summer release, the architecture planning and application security middleware upgrades, operational report requests, and M&O non-project work were deployed. For the Q2 fall release, the architecture planning and application security middleware upgrades are anticipated to close by the end of September. Finally, in the newly added SFY 26 Q4 spring release, M&O non-project work and METS input group work are currently in the planning phase. Brian paused for questions regarding the deliverable schedule for ongoing and annual work, with none raised.

Release Timeframes:

The **Spring 2025** release, deployed on June 15, 2025. The scope of this release included the HCCS IVR phone system, MinnesotaCare for non-citizens not lawfully present, M&O non-project work including METS input group work, as well as ongoing annual maintenance and operational report requests. Brian recognized the efforts of the METS reporting team in supporting the projects, maintaining reports, and updating existing reports.

The **Summer 2025** release deployed on August 17, 2025. He noted that this release remains unchanged from the previous METS ESC meeting. The release included Continuous Eligibility for Children, Increasing Healthcare Access and Affordability, TEFRA, architecture planning and application security middleware upgrades, and M&O non-project work. Additionally, the HCCS IVR phone system completed an off-cycle deployment as part of a phased approach.

The **Fall 2025** release scheduled for deployment on December 21, 2025. This release includes support for Minnesota Paid Leave METS and non-project work. The MinnesotaCare for non-citizens not lawfully present project successfully accelerated its deployment and will be included in an off-cycle release in September. The HCCS IVR phone system is expected to complete its final deployment during the September time frame. The expansion of Medical Assistance for former foster care youth has been removed from the Fall release schedule and is now targeting the Winter 2026 release.

The **Winter 2026** release scheduled for deployment on February 22, 2026. This release includes the expansion of Medical Assistance for former foster care youth and METS input

group work, featuring several updates and improvements aimed at enhancing system performance and user experience.

The **Spring 2026** release scheduled for deployment in June 2026. This release includes the QHP Eligibility System Transition Project, METS input group work, ongoing annual maintenance, and operational report requests. Brian paused for questions regarding the release time frames, and none were raised.

Stoplight Status of Projects:

The final portion of the meeting covered the Stoplight Status Report for all active projects on the METS road map as of August 15, 2025. There are eight ongoing projects, six of which are green, one red, and one yellow. Brian provided an update on the red project, the expansion of Medical Assistance for former foster care youth, noting that although the project is progressing toward the February 2026 deployment, the project management plan must be completed and submitted to the METS SGG for approval to achieve a green status. Brian concluded the stoplight report portion of the presentation and asked if there were any questions regarding the report or the presentation.

New Business

- Dave Greeman and Heather Lessard provided an update on the DHS METS APD (Advance Planning Document) submission process:

Heather Lessard provided an update on the operational APD submissions for the METS system. She explained that some project updates are being held until resources become available and to assess potential priority shifts based on upcoming federal eligibility changes. The operational APD, submitted on August 1, 2025, requests ongoing maintenance and operational funding with the enhanced match to support the METS system, including eligibility and enrollment components of the integrated service delivery system. New requirements for this submission include providing outcome and metric data to CMS to demonstrate that eligibility and enrollment outcomes are being met, as well as a copy of the public assistance cost allocation plan. Lessard also highlighted that the verified current income hub is included in this year's APD, and costs for using the hub are now rolled into the APD to receive the higher federal match. She noted that detailed information, including project scope, deliverables, timelines, and ongoing operational costs, is available in the project playbook for those interested in deeper review. Dave confirmed there were no questions and thanked Lessard for the comprehensive update.

No questions were raised in response to the update.

- Dave Greeman provided a brief overview of a recently enacted federal bill signed into law in early July, noting that it has significant implications for states, including Minnesota, particularly for counties administering Medicaid eligibility. He highlighted the administrative burdens associated with new work requirements for clients and counties, including verifying eligibility, exemptions, and employment status, as well as monitoring ongoing compliance. Additional provisions will likely require IT adjustments, such as more frequent address updates, creation of a "death file" to prevent deceased individuals from remaining enrolled, revisions to home equity limits, and limits on retroactive coverage, all

of which may impact the METS system. O’Keefe noted that further guidance and implementation details are forthcoming and that this topic will likely return to this group for additional discussion. Libby Caulum added that MNsure is also assessing the bill’s provisions, awaiting guidance from CMS and SCIO, and anticipating potential crossover work due to system interoperability. Dave emphasized ongoing monitoring and collaboration to manage these impacts effectively, and no additional questions were raised.

Public Comment

The floor was opened for in-person and online public comments. No comments were received.

Adjourn

The next METS ESC meeting is expected to be held November 25, 2025, at 10:00 a.m.

Dave adjourned the meeting at 11:08 a.m.