

STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: July 15, 2014
Subject: Position Request #2689

Enclosed please find one (1) item that the Joint Fiscal Office has received from the administration. Thirty-seven limited service positions are associated with this request.

JFO #2689 – Thirty-seven (37) limited service positions in the Agency of Human Services. These positions will perform a variety of functions associated with the Health and Human Services Enterprise Program. The positions are funded by a combination of federal and state funds as follows: 90% federal/10% state funding for the Health Information Exchange/Health Information Technology audit position (1 position); 90% federal/10% state funding for Integrated Eligibility positions (23 positions); 95% federal/5% state funding for the Project Management Office positions (13 positions). **This request will be placed on the July 24 Joint Fiscal Committee agenda for review and action.**

[JFO received 07/15/14]

Please review the enclosed materials and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions. Project representatives will be present to testify and answer questions at the July 24 Joint Fiscal Committee meeting.

**STATE OF VERMONT
Joint Fiscal Committee Review
Limited Service - Grant Funded
Position Request Form**

JFO 2689

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: AHS CO/DCF/DVHA/DDAIL/VDH Date: 7/3/14

Name and Phone (of the person completing this request): Jim Giffin, AHS CFO, (802) 871-3005

Request is for:

- Positions funded and attached to a new grant.
 Positions funded and attached to an existing grant approved by JFO # 2581

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

Centers for Medicare & Medicaid Services (CMS) Integrated Eligibility (IE) initiative, CFDA 93.778

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

Title* of Position(s) Requested # of Positions Division/Program Grant Funding Period/Anticipated End Date

Please see attached document. 37

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

Without these positions, the IE project, and PMO and HIE/HIT work streams will not have sufficient resources to accomplish tasks and work products, meet deadlines, and partner with vendors and stakeholders to achieve program success.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

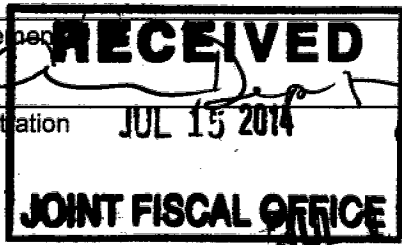
Douglas A. Racine 7/10/14
 Signature of Agency or Department Head Date

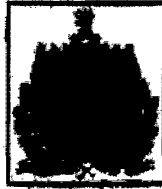
Molly Paul 7/10/14
 Approved/Denied by Department of Human Resources Date

[Signature] 7/15/14
 Approved/Denied by Finance and Management Date

[Signature] 7/15/14
 Approved/Denied by Secretary of Administration Date

Comments:





DOUGLAS A. RACINE, SECRETARY
DIXIE HENRY, DEPUTY SECRETARY

STATE OF VERMONT
AGENCY OF HUMAN SERVICES

MEMORANDUM

TO: Joint Fiscal Committee
FROM: Douglas A. Racine, Secretary
DATE: July 9, 2014
SUBJECT: Limited Service Positions Request

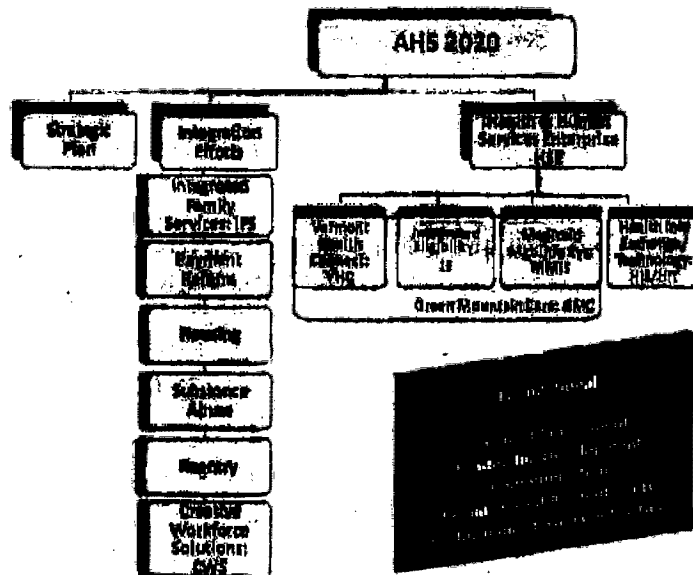
Please find attached information pertaining to the request to create 37 limited service positions.

Background

The Agency of Human Services (AHS) is embarking on an unprecedented opportunity, called the Health and Human Services Enterprise (HSE) Program, to reconfigure our processes and systems which allows us to deepen the integration of services we deliver.

This is the project that will allow us to replace our 35 year old Access IT system, modernize our operations, and realize our vision for effective case management as a means of providing high quality, coordinated services to Vermonters. The positions outlined below are essential if we are to be successful with this complex program, by building the state government infrastructure to properly manage the many outside vendors working on the various component projects.

The program includes defining and operating more aspects of our "business" as one – thus the *Agency of One* concept. This most benefits the Vermonters we serve, AHS staff and community partners, all of whom will see more streamlined



delivery of services and improved outcomes in alignment with the AHS Strategic Plan: 1) reduction of the lasting impacts of poverty, 2) promotion of community health, wellbeing and safety, 3) enhancement of program effectiveness and accountability, and 4) health system reform.

The foundation of the HSE Program is a person/family-centric, integrated service delivery model.

The HSE foundation is a person/family-centric integrated service delivery system enabled by robust case management functionality to reduce the administrative burden placed upon Vermonters during

an initial, comprehensive intake and assessment, and enhances ongoing interactions by allowing for a single case plan.

The HSE Program is a multi-year, multi-faceted program that provides for business planning/strategy/execution, change management, and project execution in support of Vermont's next generation of health and human services information technology capabilities.

While the most visible components of the HSE Program are the Information Technology (IT) projects [Vermont Health Connect (VHC), Integrated Eligibility (IE), Medicaid Management Information System (MMIS), and Health Information Exchange/Technology (HIE/HIT)] it is actually about the people and processes of the "business." These are the drivers for the configuration of the technology, and are at the core of how the "business" will look in the future. For example, Vermonters will have access to more self-serve capabilities, consent is fully automated, and data can be readily modeled to inform policy considerations. This will allow for more seamless and consumer-friendly services not only through an online portal that Vermonters can use but for state employees and community partners who require a "one-stop shop" to determine eligibility for services or case specifics.

The HSE Program is administered by the AHS and governed in partnership through a disciplined and hierarchical structure including executives and project business leaders from the Agency of Administration (AOA), including the Health Care Reform Division, Department of Information and Innovation, and the Department of Finance Management, as well as the Governor's office. Ongoing management is delegated to the HSE Program Management Office (PMO) within AHS.

HSE Program Management Office (PMO) Staffing Request

While many aspects of the HSE Program, with associated resources, have been delegated to departments along, the HSE PMO remains responsible for direction and compliance with the "Enterprise" approach in conjunction with business planning and strategy, change management, project execution and common services. We are requesting 13 full-time limited service positions to carry out these responsibilities:

- 5 positions to support project execution including vendor management
- 1 position to lead business planning/strategy/execution
- 1 position to lead case management
- 1 position to lead and 4 positions to execute change management and workforce strategies
- 1 financial position

Integrated Eligibility (IE) Project Staffing Request

The Integrated Eligibility (IE) project is a central component of the Health and Human Services Enterprise (HSE). The most straightforward description of the IE project is that it replaces the current eligibility determination system (ACCESS). As the IE Solution is built-out the ACCESS system will be retired. There are at least 44 health and human service eligibility segments of programs impacted (e.g., Medicaid, SNAP, General Assistance, LIHEAP, TANF).

We are requesting 23 limited service positions for the IE project to manage, monitor, and collaborate with vendors in the design, development, implementation and operationalization of a new system in areas such as eligibility determination/re-determination, enrollment, denials, appeals and grievances, rules engine, case/consent/benefits/document/financial/workflow management, notification, and business analytics/intelligence:

- 12 program and policy subject matter experts
- 5 information technology positions
- 2 project management positions
- 2 operations positions
- 1 financial position
- 1 position to provide project coordination and administrative support

Health Information Exchange (HIE)/Health Information Technology (HIT) Staffing Request

The scale of the Medicaid Electronic Health Record (HER) Incentive program is changing as the audit function of this program matures. One (1) lead audit position is being added to reflect the need to organize and complete more audits as a result of the success of the program.

Funding

We are working with our federal partners to maximize federal resources for the build-out of the HSE. We have prioritized all the Medicaid components of the IE Project to take advantage of the OMB-A-87 exemption that allows Medicaid to pay 100% for any component of the build that is needed for Medicaid and may be used later by another program.

We currently have approval from CMS for the period through September 2014 that provides \$40,574,804 of Federal funding for various components of the staffing and IT hardware & software. We plan to submit an updated funding request at the end of July and expect to receive funding through September 30, 2015.

Summary

The large sheets list the immediate staff request for the HSE PMO, HIE/HIT, and IE project. This request was reviewed and approved by the HSE Finance Committee, HSE Operations Steering Committee, and HSE Executive Steering Committee

The IE project sheet identifies the 23 staff needed immediately to carry us through December 2014. We envision that an additional 25 staff may be needed over the life of the IE project. We are not requesting these positions now because we need to refine both the need and the timing, but wanted to alert the reviewers that we expect to have additional staffing needs in the future.

HIE/HIT Staffing Request

<u>Dept</u>	<u>FTE</u>	<u>Title</u>	<u>Description</u>	<u>Status</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Perm or LTD</u>	<u>Backfill Needed</u>	<u>New State</u>	<u>Backfill State</u>
AHS/DVHA	1.00	MOA	Medicaid Operations Administrator	NEW	6	12	12	LTD	NO	1	
									Total Positions Needed	1	0

*Scanned
2/7/15
Stacy Mank*

July 1, 2014

Blueprint
16

3410010500

16 Positions

Mark Larson
Department of Vermont
Health Access
Commissioner
737002 (E)
41486 - 73DVA08

Craig Jones
Blueprint for Health
Director
737100 (E)
41627 - 73DVA21

Steve Maier
HCR/HIT
Integration
Manager
730130 - 31
41693 - 73DVA03

Vacant
Information
Technology
Manager I
730128 - 28
41693 - 73DVA12

Vacant
Medicaid
Operations
Administrator
730175 - 26
41693 - 73DVA33

Lorraine Siciliano
Medicaid
Operations
Administrator
730177 - 26
41693 - 73DVA33

Heather Kendall
Programs &
Operations Auditor
730174 - 24
41693 - 73DVA33

REQUESTED
MOA - Medicaid
Operations
Administrator, PG
26

Vacant
Associate Director
BPFH
730140 - 31
41627 - 73DVA03

Tim Tremblay
Blueprint Data
Analyst & Info Chief
730195 - 27
41627 - 73DVA19

Beth Tanzman
Assi. Dir. BPFH
730146 - 28
41627 - 73DVA19

Miki Olszewski
Assi. Dir. BPFH
730147 - 28
41627 - 73DVA19

Jenney Samuelson
Assi. Dir. BPFH
730139 - 28
41627 - 73DVA19

Casey O'Hara
Interactive Market &
Web Developer
730221 - 25
41626 - 73DVA19

Diane Hawkins
Executive Staff
Assistant
737006 (E)
41627 - 73DVA03

Susan Cartwright
Admin Svs Coord I
730040 - 21
41627 - 73DVA40

Terri Price
Program Tech II
730138 - 20
41627 - 73DVA40

Paula Chetti
Administrative
Assistant B
730178 - 19
41693 - 73DVA12

Senior Management Team

Management Team*

Managers & Supervisors*

*Does not represent
bargaining unit classification

IE Staffing Request

<u>Dept</u>	<u>FTE</u>	<u>Title</u>	<u>Position #</u>	<u>Description</u>	<u>Calendar 2014</u>	<u>Calendar 2015</u>	<u>Calendar 2016</u>	<u>New State</u>	<u>Backfill State</u>
DCF-ESD	1.00	SME	BPPA-2	CMS1b Policy	6	12	12		1
DAIL	1.00	SME	NCM-1	LTC Medicaid Clinical Eligibility - CFC	3	12	0		1
DCF-BO	1.00	SME	FAI-1	Financial Data Flows	6	12	12	1	
DCF CO	1.00	OPS	OPDIR	DCF Operations Director	6	12	12		1
DCF-CO	1.00	PC	PC_1	Project Coordinator/Admin	6	12	12	1	
AHS CO	1.00	PM	PM-1	IE Lead Project Manager (State)	6	12	12	1	
AHS CO	1.00	PM	PM-2	ACCESS Remediation Project Mgr (State)	6	12	12	1	
DCF-ESD	1.00	OPS	OPS	ESD Assistant Operations Director	6	12	12	1	
DCF-ESD	1.00	SME	BPPA1	CMS1a Policy for All Programs	6	12	12		1
DCF-ESD	1.00	SME	BPA-2	HC - E&E Requirements, ACCESS Remediation	6	12	0		1
DCF-ESD	1.00	SME	BPA--1	HC - Oversight of DDI for ESD Programs, Enrollment, MMIS, PBM, ACCESS Integration	6	12	12		1
DCF-ESD	1.00	SME	BPAA1	HC - Notices, Fair Hearings	6	12	0		1
DCF-ESD	1.00	SME	BPAA2	HC - Changes of Circumstance, Premiums	6	12	0		1
DCF-ESD	1.00	SME	BPAA3	HC - Rules, OPA, Rules training materials	6	12	0		1
DCF-ESD	1.00	SME	BPAA4	LTC - Oversight of LTC & Other Medicaid Programs	6	12	0		1
DCF-ESD	1.00	SME	BPAA5	LTC - CFC, Waivers	6	12	0		1
DCF-ESD	1.00	SME	EBD-1	Economic Benefits Director	6	12	12		1
DCF-ESD	1.00	SME	BASS-1	Business Application Systems Unit (BASU)	6	12	12		1
DCF-ESD	1.00	SME	BASS-2	Business Application Systems Unit (BASU)	6	12	12		1
DCF-ESD	1.00	SME	BASS-3	Business Application Systems Unit (BASU)	6	12	12		1

IE Staffing Request

<u>Dept</u>	<u>FTE</u>	<u>Title</u>	<u>Position #</u>	<u>Description</u>	<u>Calendar 2014</u>	<u>Calendar 2015</u>	<u>Calendar 2016</u>	<u>New State</u>	<u>Backfill State</u>
DCF-ISD	1.00	Tech SME	SDII-1	Jr. Integration Technical Lead	6	12	12		1
DCF-ISD	1.00	Tech SME	SDII-2	CMS8b Integration with Legacy ACCESS/SOA Connectivity	6	12	12		1
VDH	1.00	SME	PHA-1	Public Health Analyst II	3	6	0		1
				IE Healthcare Positions needed to start in Calendar 2014				5	18

Adult Services Division

Department of Disability, Aging & Independent Living
Commissioner
Susan Wehry, M.D.

Adult Services Division
Division Director
Lora Nielsen
760003

Administrative Services Coordinator
Colleen Forkas
760147

Money Follows the Person Grant
Project Director
Linda Martinez
760330

Quality & Program Management Unit
Quality & Provider Relations Program Director
Suzanne Leavitt
760254
Quality & Program Participant Specialist
Kathy Rainville
760185
Quality Outcomes Specialist
Tara Grenier
760275
Aging & Disabilities Program Admin
Marie Bean
760005
Program Tech II
Janet Merrill
760100

Long Term Services & Supports
Aging & Disabilities Program Manager
Megan Tierney-Ward
760135

REQUESTED NCM-1
Nurse Care
Manager AC & LTC
499501 pg 24

Kathleen Kenworthy
Administrative Assistant B
760326
Under Recruitment
Quality Program Specialist
760328
Rio Demers
Quality Program Specialist
760329
Leah Schulz
Senior Planner
760327
Anita Weber
Transition Coordinator
760323
Herman Fossi
Transition Coordinator
760324
Debra Currier
Transition Coordinator
760325

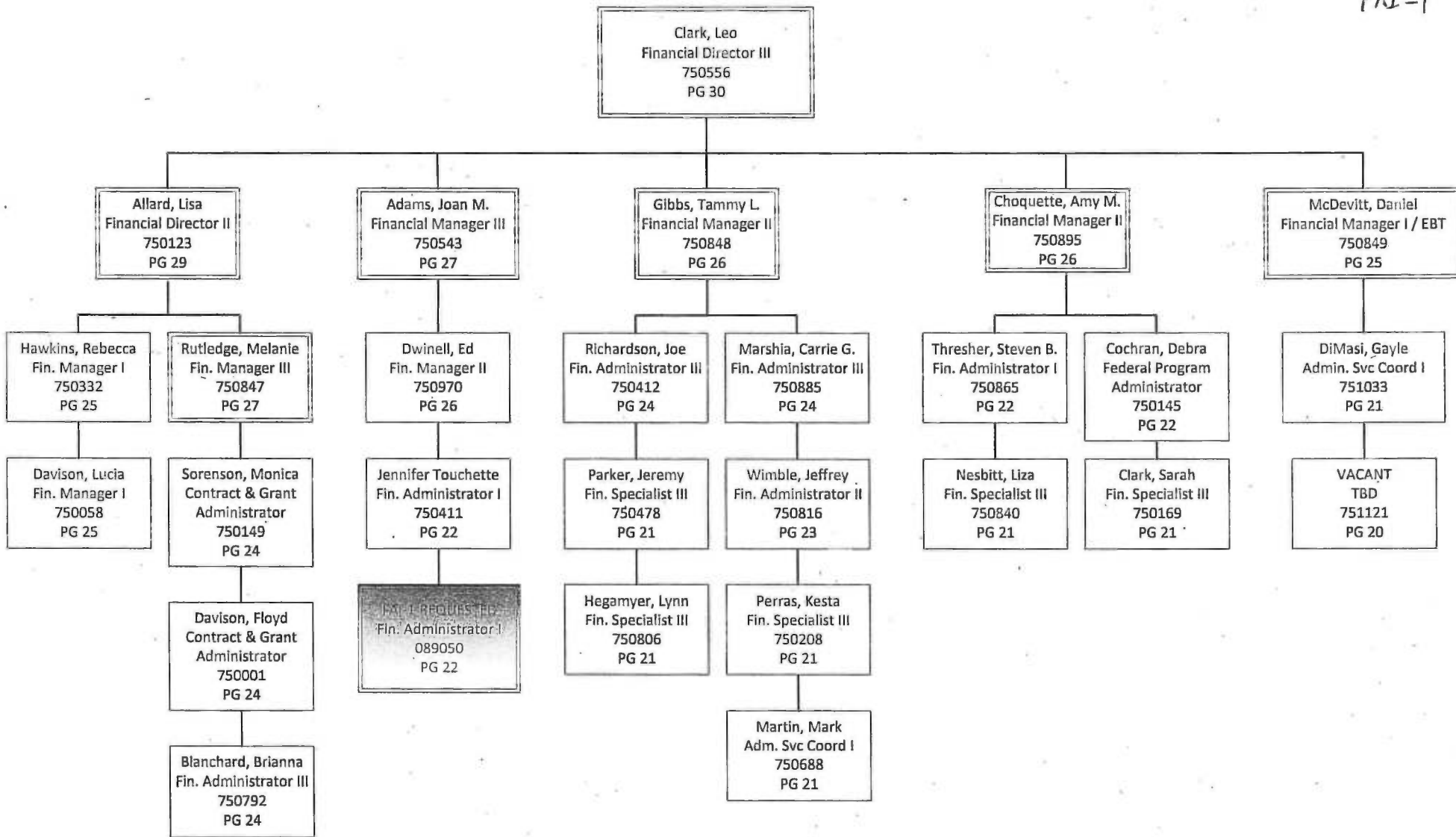
Teresa Nelson
Housing & Community Specialist
765004

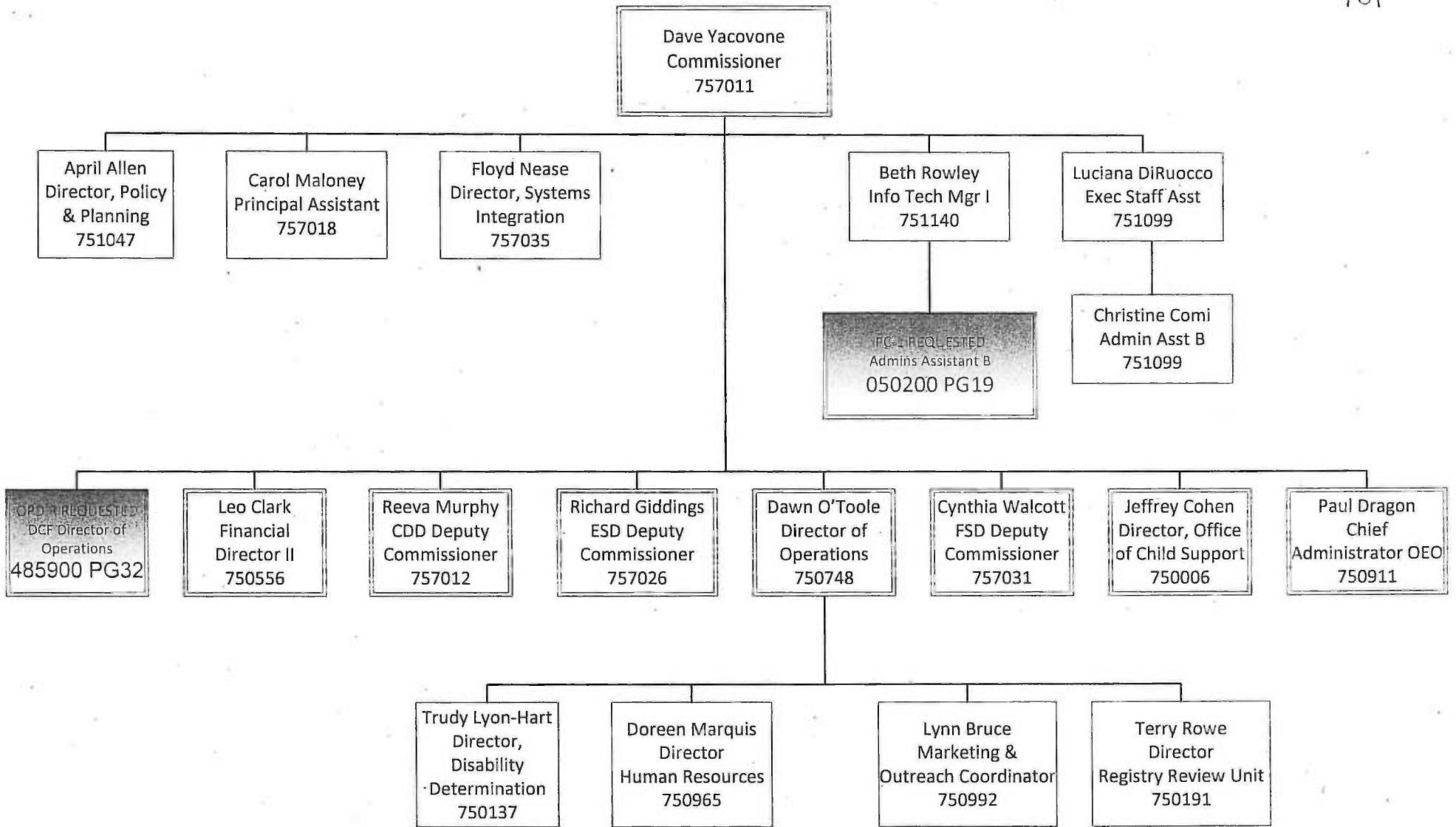
Choices for Care Highest and High Needs
Paula Brown
Aging & Disabilities Program Supervisor
761011
Long Term Care Clinical Coordinators (LTCCC)
Julie Bigelow
LTCCC 760279
Kate Dempsey
LTCCC 760286
Jeanne Buley
LTCCC 760278
Paulette Simard
LTCCC 760285
Brenda Smith
LTCCC 760287
Mary Scarborough
LTCCC 760280

Choices for Care Highest and High Needs
Sara Lane
Aging & Disabilities Program Supervisor
760149
Long Term Care Clinical Coordinators (LTCCC)
Celine Aprilliano
LTCCC 760284
Jessica Bird
LTCCC 760281
Sally Garmon
LTCCC 760277
George Jurasinski
LTCCC 760325
Maura Krueger
LTCCC 760283
Joan Sorrentino
LTCCC 760294
David O'Vitt
LTCCC 760168

Attendant Services & Consumer Directed Services
Choices for Care
Moderate Needs Services
Mary Collins
Independent Living Services Consultant
760148

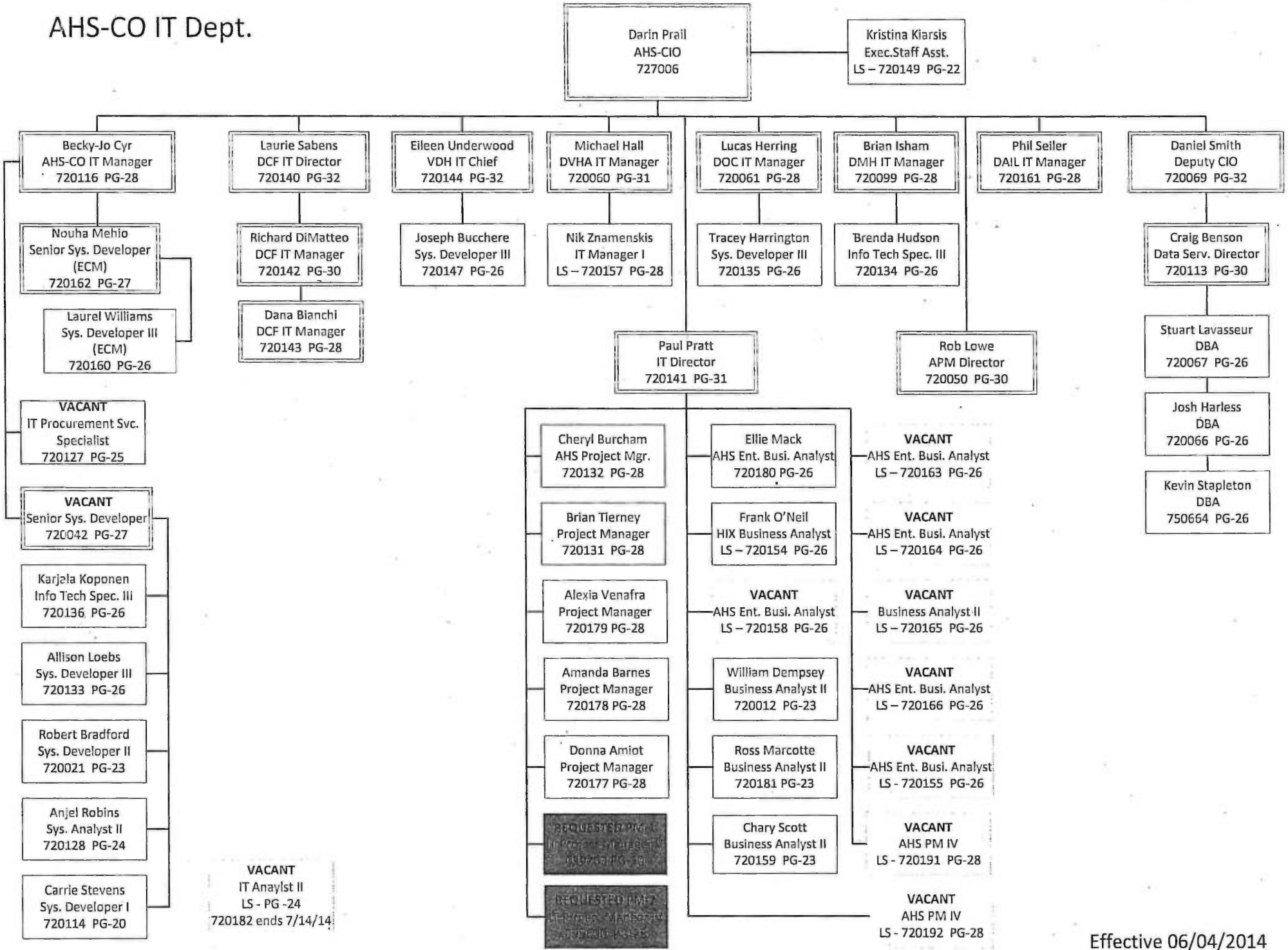
Nurse Case Manager
Complex Cases
Adult High Tech
Under Recruitment
760256





Updated: 04/30/2014
Commissioner's Office

AHS-CO IT Dept.

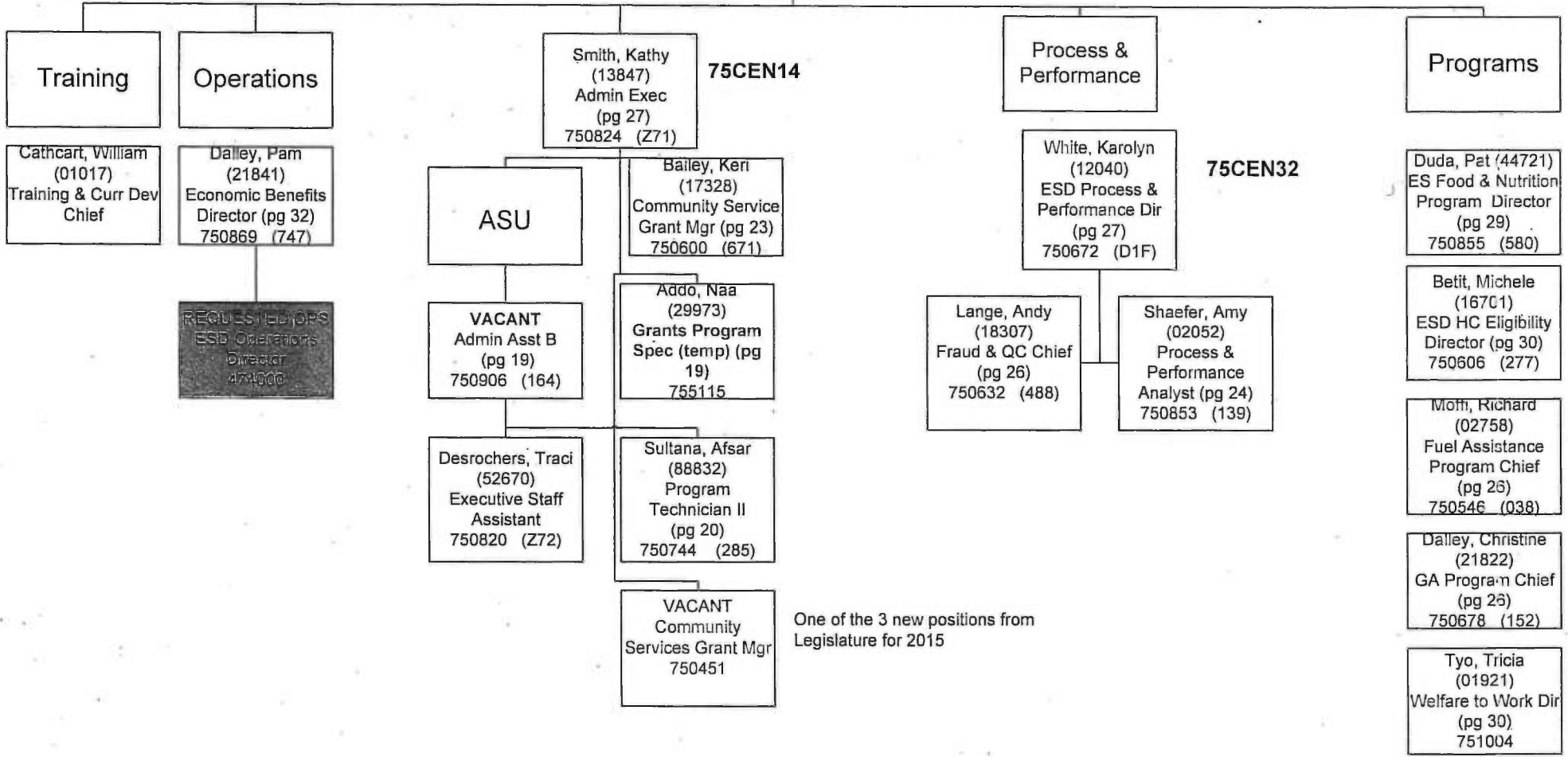


Deputy Commissioner

75CEN31

Task Group
3440010500

Brown, Sean
(11346)
Deputy Commissioner
757026 (680)

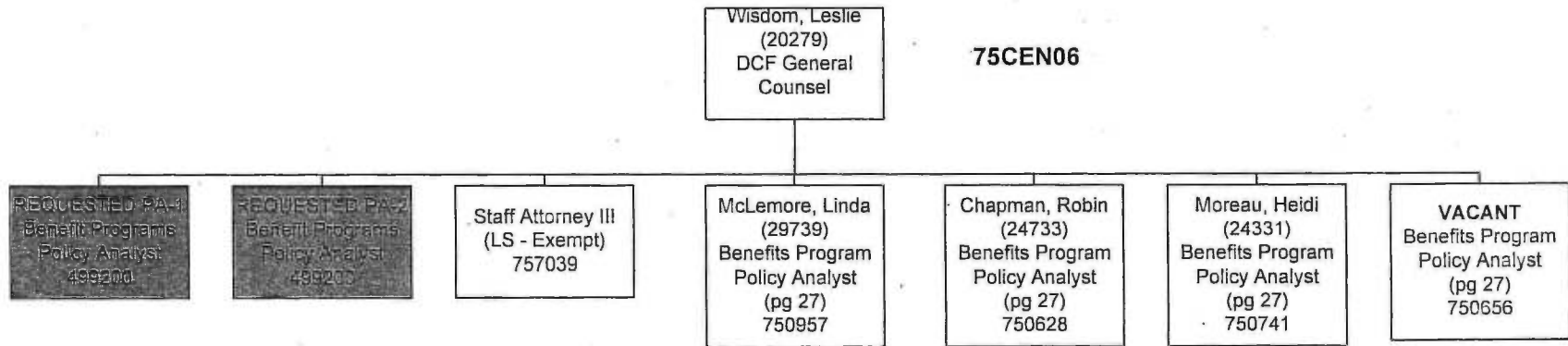


One of the 3 new positions from Legislature for 2015

755115 – temp for VSNIP admin; got position Oct 2013

ESD policy analysts (attorneys) are supervised by DCF General Council. Leslie reports directly to Commissioner of DCF

Policy Analysts



Policy Analyst position transferred to ESD from AHS Secretary's Office 757039 (Staff Attorney III – LS Exempt expires (2/31/15)

Task Group
3440010500

BPAA-5

Health Care

Betit, Michele
(16701)
ESD Health Care Eligibility
Director (pg 30)
750606 (277)

75CEN25

REQUESTED BPA#1
Benefit Program
Administrator
Pg 26 503400

REQUESTED BPA#2
Benefit Program
Administrator
Pg 26 503400

May, Sherry
(61531)
Benefits Programs
Administrator
(pg 28)
750750

Pare, Janet L
(82697)
Benefit Programs
Asst Admin (pg 24)
750544 (571)

Mace, Jennifer
(14018)
Benefits Programs
Administrator
(pg 28)
750742 (025)

Driscoll, Sara
(28407)
Regional Manager
- HAEU (pg 27)
750551

Hastings, Ann F
(40166)
Benefit Programs
Asst Admin (pg 24)
750941 (520)

Chaffee, Cindy
(22270)
Benefits Programs
Asst Admin (pg 24)
750612

Driscoll, Kimberly S
(18873)
Benefits Programs
Asst Admin (pg 24)
750837 (261)

Fitzgerald, Terry
(29590)
Benefit Programs
Asst Admin (pg 24)
750874 (397)

VACANT
Benefit Programs
Asst Admin (pg 24)
750786

Dunster, Joanne
(72590)
Benefit Programs
Asst Admin (pg 24)
750977

750786 -going to be interim filled for
LTC

REQUESTED BPA#1
Benefit Program
Assistant Administrator
Pg 24 500100

REQUESTED BPA#3
Benefit Program
Assistant Administrator
Pg 24 500100

REQUESTED BPA#2
Benefit Program
Assistant Administrator
Pg 24 500100

REQUESTED BPA#4
Benefit Program
Assistant Administrator
Pg 24 500100

REQUESTED BPA#6
Benefit Program
Assistant Administrator
Pg 24 500100

IEWS LS Positions:
Sonnia: 751100 - BA
Vacant: 751101 - BPAA
10 - BPS
1 - Supv
2 - BPAA
1 - HC Prog Spec

NOTE: Sonnia Leonard is in
LS position - her position
750977 is being filled as an
interim

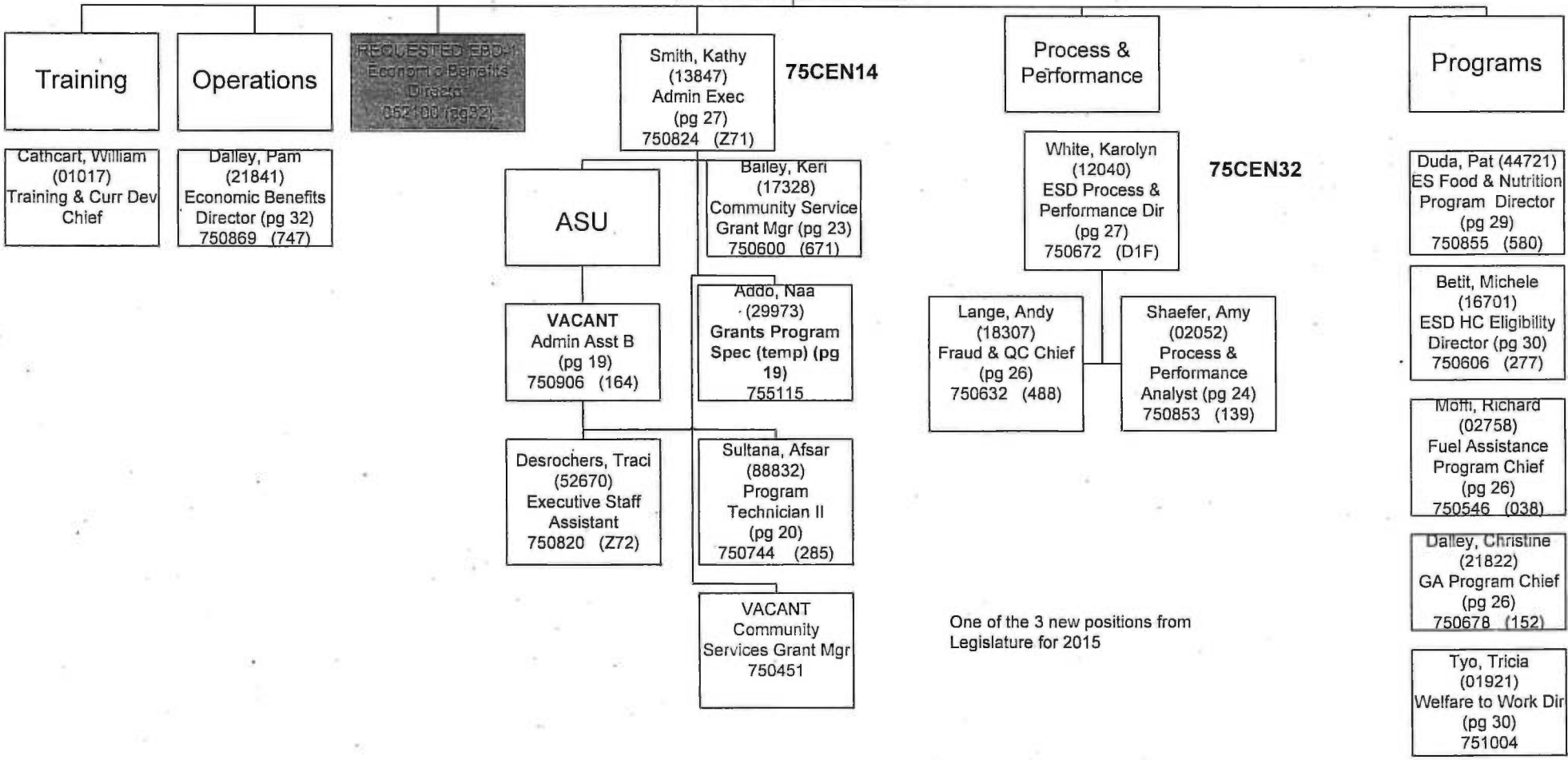
NOTE: Hillary Hall is in LS
position - her position
750786 is being filled as an
interim

Task Group
3440010500

Brown, Sean
(11346)
Deputy Commissioner
757026 (680)

Deputy Commissioner

75CEN31



One of the 3 new positions from Legislature for 2015

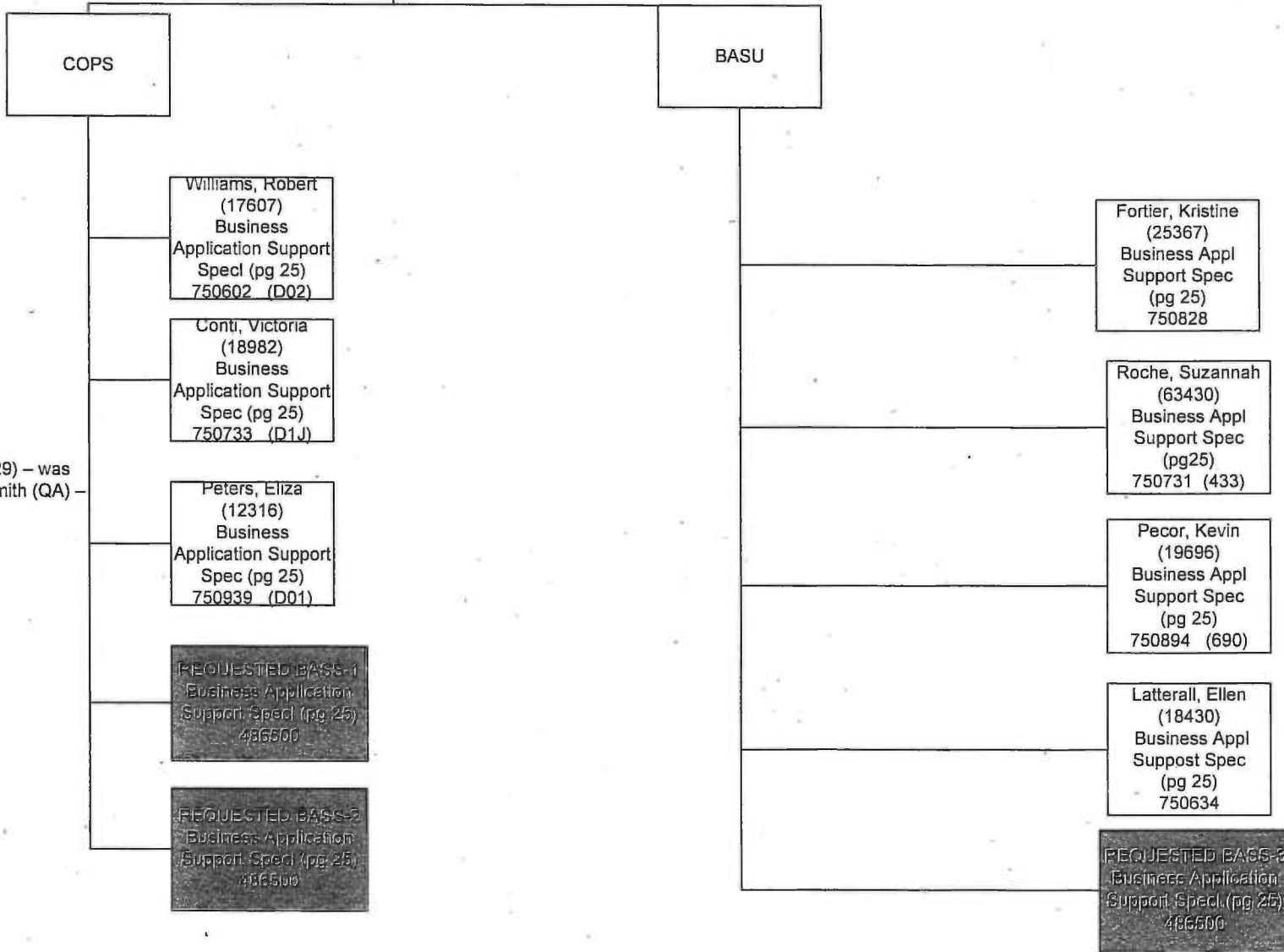
755115 – temp for VSNIP
admin; got position Oct 2013

Task Group
3440010500

COPS/BASU

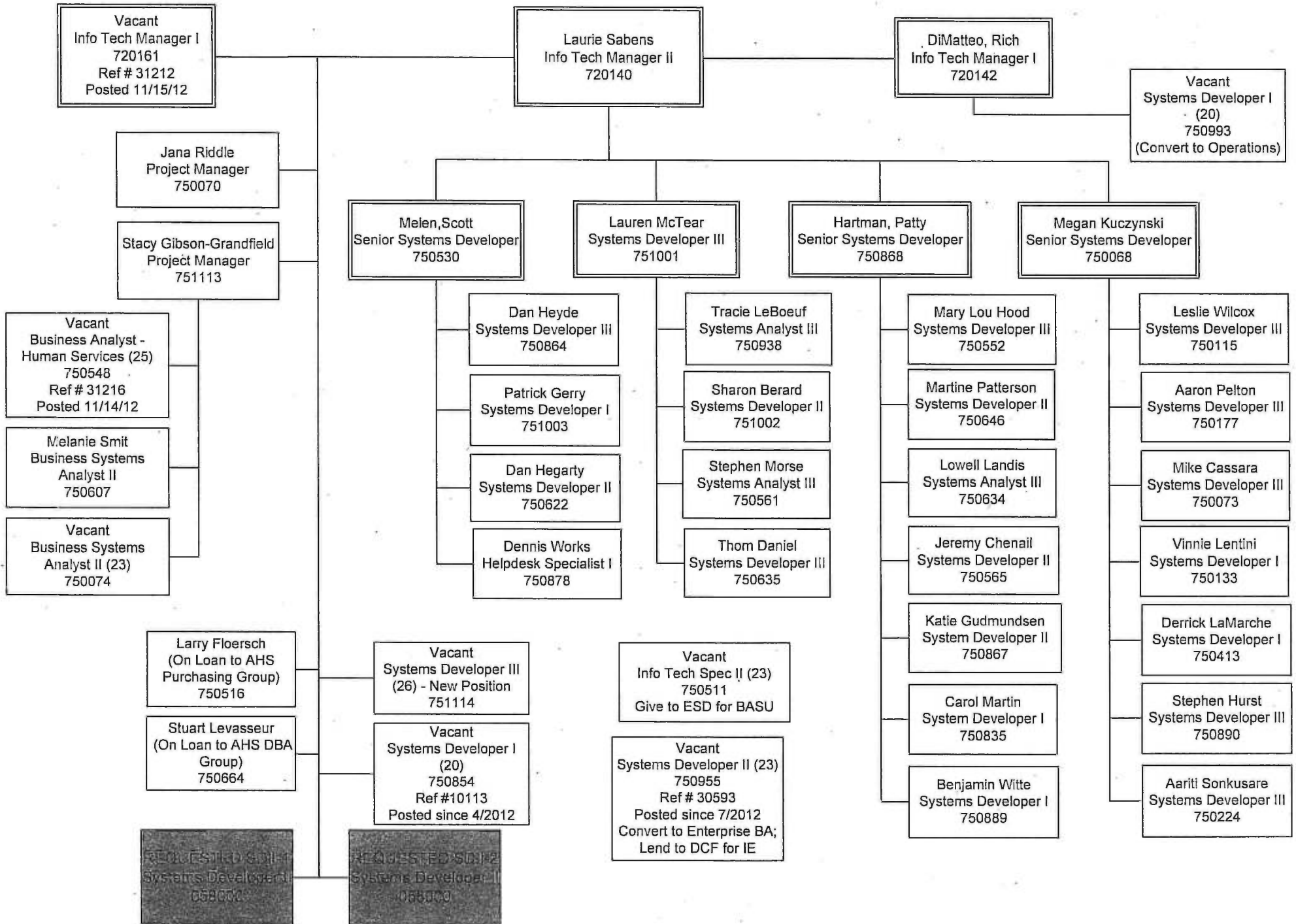
Oday, Maureen
(28875)
Business Appl
Support Mgr(pg 28)
750511

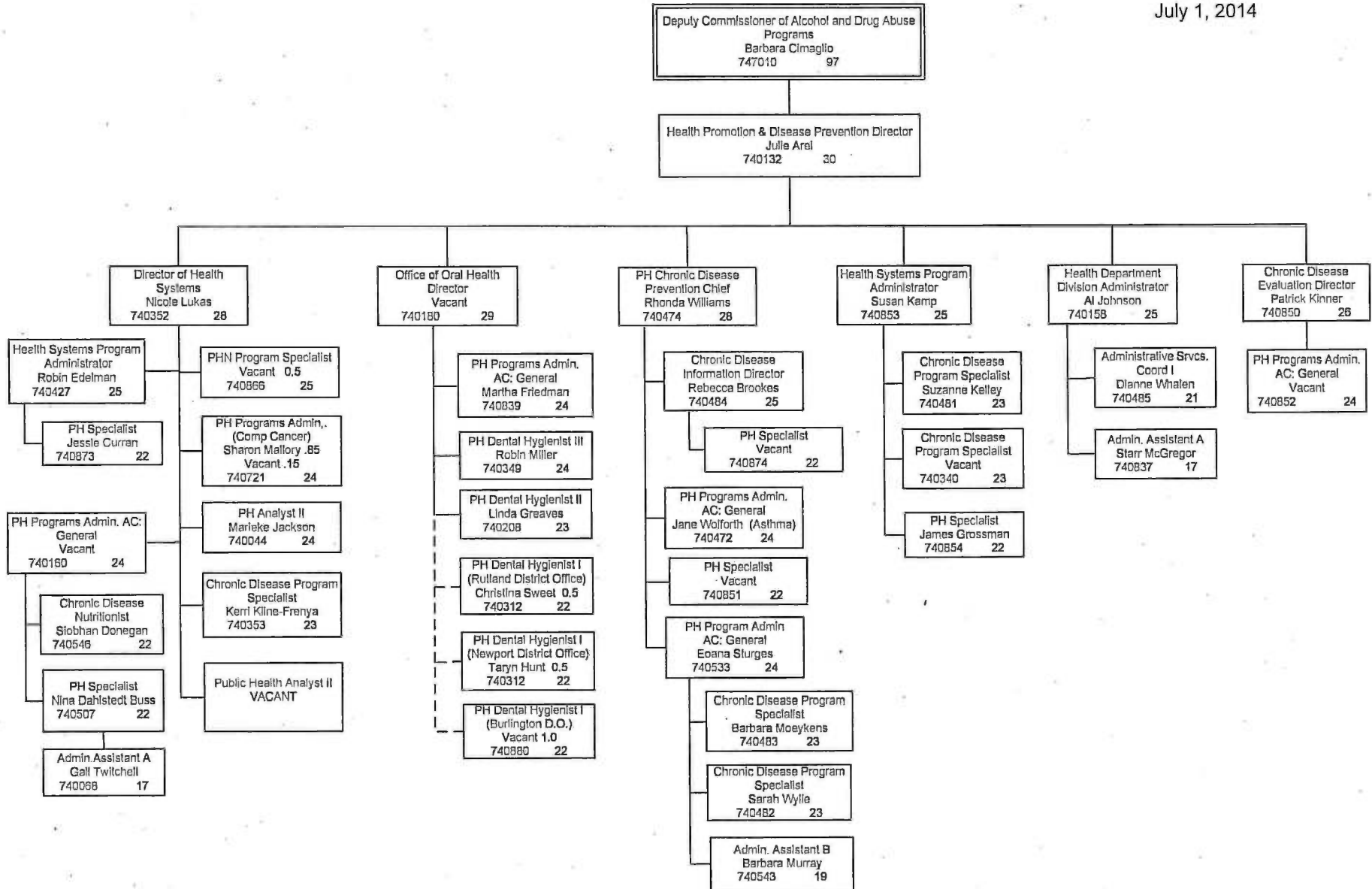
75CEN58



755054 – CS Admin (pg 29) – was being shared with Rick Smith (QA) – Dick Higgins (BASU)

DCF - ISD Org Chart 11/20/12





HSE PMO Staffing Request

<u>Dept</u>	<u>FTE</u>	<u>Title</u>	<u>Description</u>	<u>Status</u>	<u>Calendar</u> <u>2014</u>	<u>Calendar</u> <u>2015</u>	<u>Calendar</u> <u>2016</u>	<u>Perm or</u> <u>LTD</u>	<u>Backfill</u> <u>Needed</u>	<u>New State</u>	<u>Backfill</u> <u>State</u>
HSE PMO	1.00	HRPD 1	Health Reform Portfolio Director II	NEW	6	12	12	LTD		1	
HSE PMO	1.00	HRPD 2	Health Reform Portfolio Director II	NEW	6	12	12	LTD		1	
HSE PMO	1.00	HRPD 3	Health Reform Portfolio Director II	NEW	6	12	12	LTD		1	
HSE PMO	1.00	CMD 1	Change Management Director (Internal)	NEW	6	12	12	LTD		1	
HSE PMO	1.00	CMD 2	Change Management Director (External)	NEW	6	12	12	LTD		1	
HSE PMO	1.00	DOHD 1	Director of Organizational & HR Development	NEW	6	12	12	LTD		1	
HSE PMO	1.00	DOHD 2	Director of Organizational & HR Development	NEW	6	12	12	LTD		1	
HSE PMO	1.00	ITMI	Information Technology (IT) Manager I	NEW	6	12	12	LTD		1	
HSE PMO	1.00	PMIV 1	Project Manager IV	NEW	6	12	12	LTD		1	
HSE PMO	1.00	PMIV 2	Project Manager IV	NEW	6	12	12	LTD		1	
HSE PMO	1.00	ITPMV 1	IT Project Manager V	NEW	6	12	12	LTD		1	
HSE PMO	1.00	ITPMV 2	IT Project Manager V	NEW	6	12	12	LTD		1	
HSE PMO	1.00	FDIII	Financial Director III	NEW	6	12	12	LTD		1	
Total Positions Needed									13	0	

