



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: July 17, 2019

Department: Health & Human Services Agenda Planning Date: July 11, 2019 Time required: 10 min

Audio/Visual aids

Contact: Cydney Nestor, Division Director Phone: 503-585-4911

Department Head Signature: [Signature]

TITLE DHS 2019-2021 Intergovernmental Agreement for the Financing of Community Developmental Disability Services #157834 (HE-2901-19)

Issue, Description & Background The Intergovernmental Agreement (IGA) with the Department of Human Services (DHS) #157834 allows Marion County Health and Human Services Department to receive financial assistance to operate and contract for the provision of Community Developmental Disability Program (CDDP) Services, retroactive to July 1, 2019 through June 30, 2021. The IGA's Exhibit C, Special Terms and Conditions, No. 3 requires the appointment of a County Financial Assistance Administrator to amend this agreement and Service Element Prior Authorizations (SEPA) on behalf of the County. A Board Order is being submitted to approve the appointment of Financial Administrators; Cary Moller, and Division Directors; Ryan Matthews, Cydney Nestor and Katrina Rothenberger. A list of the organizations that the Health & Human Services Department anticipates subcontracting with for the delivery of a portion of these services is attached.

Financial Impacts: Funding for this Agreement shall be awarded to the County through eXPRS (Express Payment and Reporting System) in a Service Element Prior Authorization (SEPA). Upon County's acceptance of the SEPA, County is agreeing to provide services as described in the appropriate federal regulations, Oregon Revised Statutes, Oregon Administrative Rules, the IGA's Service Element Standards and Procedures and any Special Conditions. Health & Human Services anticipates receiving approximately \$16,689,345 (based on FY17-19 IGA) in SEPA's for local CDDP administration, case management, and abuse investigation services provided under this agreement.

Impacts to Department & External Agencies Marion County Health & Human Services does not anticipate any impacts to other departments or external agencies as a result of this IGA.

Options for Consideration: 1. Approve the appointment of Financial Administrators on IGA #157834. 2. Deny approval of the appointment of Financial Administrators on IGA #157834. 3. Take no action at this time.

Recommendation: Health & Human Services recommends approval of appointing Financial Administrators to IGA #157834 for the provision of Developmental Disability Services.

List of attachments: IGA #157834 Exhibit C, Special Terms and Conditions, No 3, Board Order and documentation.

Presenter: Corissa Neufeldt Program Manager, and Cydney Nestor, Division Director



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Copies of completed paperwork sent to the following: (Include names and e-mail addresses.)

Copies to:

Linda Wilson, lwilson@co.marion.or.us

BEFORE THE BOARD OF COMMISSIONERS

FOR MARION COUNTY, OREGON

In the Matter of Appointing)
the Marion County Health & Human Services Department)
Administrator and Division Directors)
as County Financial Assistance)
Administrators)

ORDER No. _____

This matter came before the Marion County Board of Commissioners at its regularly scheduled public meeting on the ____ day of _____ 2019, to appoint County Financial Assistance Administrators to administer the Department of Human Services (DHS) Intergovernmental Agreement #157834 for the Financing of Community Developmental Disability Services as required in Exhibit C Special Terms and Conditions, through June 30, 2021.

THE BOARD FINDS that the Administrator Cary Moller, and Division Directors Ryan Matthews, Cydney Nestor, and Katrina Rothenberger, of the Marion County Health and Human Services Department are qualified to administer these 2019-2021 Intergovernmental Agreement as County Financial Assistance Administrators.

IT IS ORDERED that the above stated staff are appointed as the County Financial Assistance Administrators and are delegated the authority to sign and amend the Financial Assistance Award and the Service Element Prior Authorization on behalf of the County.

The County Financial Assistance Administrators are delegated authority to sign and amend grant awards, contracts, and provider subcontracts, through June 30, 2021, when the Board of Commissioners or the Chief Administrative Officer has previously approved those contracts.

DATED this _____ day of _____ 2019.

BOARD OF COMMISSIONERS

Chair

Commissioner

Commissioner

Copy: Health
Orig: Clerk
BOC

RE: IGA #157834

The following providers are approved to provide services to designated clients through the Department of Human Services Office of Developmental Disabilities Services Funding Decision Memorandums, which authorize the CDDP to pay specific services for designated clients to the named provider in its Funding Decision Memorandum. Marion County Health & Human Services acts as a "pass through" for these providers;

Community Support Services, Inc.

Partnerships in Community Living, Inc.

Josefina Figueroa Adult Foster Home

EXHIBIT C
SPECIAL TERMS AND CONDITIONS

1. CDDP Authorization of Client Services.

- a. CDDP shall submit Client Prior Authorizations (CPA) for the DD Services CDDP is responsible to authorize that are identified in Section 1 Provision of Services, Exhibit B Part 2 of this Agreement.
- b. CDDP shall upload documentation supporting the Plan of Care (POC) authorization within eXPRS.
- c. CDDP shall follow current Service Element Standards and Procedures as identified in Exhibit B Part 2 of this Agreement in establishing a CPA or a POC authorization.
- d. CDDP shall end the CPA and POC authorizations within 10 business days of the date the Individual exits a DD Service or Services.
- e. CDDP shall not authorize a Provider to begin, or to continue, delivery of Services, if the Provider's enrollment in eXPRS and any required credentials for the Service are incomplete or have lapsed.

2. DHS Approval of CDDP Authorized Services.

- a. DHS may randomly review CDDP authorizations and associated documentation for DD Services. If DHS has questions or finds errors in CDDP submitted documentation, DHS shall work with CDDP and any other valid parties to remedy the outstanding issues.
- b. DHS reserves the option, in its sole discretion, to require CDDP to terminate a plan or any element of a plan entered into POC upon determining that the DD Services were authorized outside of the requirements for the Service Element; or the plan procedure code was affected by statute, rules, or DHS policies or procedures; or the Services were not authorized under this Agreement.

3. Appointment of CDDP Administrator.

The CDDP employee, identified by the CDDP via e-mail to DHS as the "CDDP Administrator", is authorized to:

- a. Amend the Service Element Prior Authorization (SEPA), on behalf of CDDP, and amend this Agreement by execution and delivery of amendments in the name of CDDP in hard copy, electronically, or, with respect to the SEPA only, through electronic acceptance of SEPA Adjustments in eXPRS.

- b.** Enable, on behalf of CDDP, the disbursement of funds under this Agreement that is described in the SEPA, through submission and modification of CPAs and PPAs, either electronically through eXPRS or by submission of hard copy documents to DHS; and to authorize Providers, to submit Disbursement Claims on behalf of CDDP, either electronically through eXPRS or by submission of hard copy documents to DHS.
- c.** Authorize others, including but not limited to CDDPs subcontracting with a County, to take one or more of the foregoing actions on behalf of County except for authorizing amendments to this Agreement and SEPAs.