



**Department of Health Care Services  
California Children's Services Redesign  
Advisory Group Charter**

**October 2021**

***Purpose***

The purpose of the California Children's Services (CCS) Advisory Group is to advise the Department of Health Care Services (DHCS) on the improvement of the CCS Program in serving the most vulnerable children and youth to ensure that children and youth who are in the program receive appropriate and timely access to quality care.

***Charge and Time Commitment***

The charge of the committee is to:

1. Provide suggestions, knowledge, and experience on how to improve health care and to emphasize quality and coordination of care for children and youth with special health care needs.
2. Provide recommendations/feedback in developing the monitoring process and outcome measures by which the plans participating in the Whole Child Model (WCM) program shall be monitored and evaluated<sup>1</sup>.
3. Provide recommendations and feedback for developing and executing enhanced monitoring and oversight of the county CCS programs through the California Advancing and Innovating Medi-Cal (CalAIM) initiative.
4. Provide recommendations and feedback regarding the delivery of CCS statewide to ensure consistency across county programs (e.g., independent, dependent, WCM, and "classic" counties).
5. Meet on a quarterly basis. Review pre-read materials which will be sent to Advisory Committee three business days in advanced.

***Advisory Group Meeting Ground Rules***

1. Meetings should provide a collegial and open environment to appreciate diverse perspectives.
2. Regular, consistent attendance at the meetings and active participation of members is key to meeting CCS Redesign objectives.

3. Advisory Group members may assign a substitute, delegate, or proxy to participate during Advisory Group meetings, upon prior approval by DHCS. DHCS encourages attendance of the appointed Advisory Group member whenever possible.
4. In accordance with the statutory requirements for the CCS Advisory Group, DHCS will not pay a per diem or compensate members for expenses, including travel and related costs to attend meetings.

### **Membership**

The CCS Advisory Group is led by the Director and the Assistant Deputy Director for Integrated Systems in Health Care Delivery Systems.

Membership shall be composed of individuals from various organizations and backgrounds with expertise in both the CCS Program and care for children and youth with special health care needs. Members of the CCS Advisory Group will be appointed by the DHCS Director after an application is submitted.

1. Members must meet Senate Bill (SB) 586 requirements.
2. Members should be prepared to attend all regularly scheduled meetings.
3. Members will meet four times a year.
4. Members who have missed three (3) meetings in a row will be dismissed.
5. Members can attend meeting in person, via teleconference, or over the phone.
6. The recommendation to backfill a seat vacated by a current Advisory Group member is sought from the broader group and not only the departing incumbent, except under the following circumstances:
  - If the seat belongs to a CCS county, DHCS will seek a replacement county with similar geographic size, demographic composition, etc.
  - If the seat belongs to a member from a managed care plan (MCP), DHCS will seek a replacement MCP representing a similar demographic as the prior incumbent. Note: This applies if the MCP declines continued participation; however, if the MCP's member must step down but the MCP chooses to continue participation, a replacement recommendation may be suggested from within the plan.
  - If the seat belongs to a designated organization, the replacement recommendation can be from within the organization.
7. Departing member(s) and/or the organization shall inform DHCS when/if the member is no longer able to participate in the Advisory Group.
8. The MCP and or the CCS Advisory Group Family Advisory Committee (FAC) member shall notify DHCS when/if the MCP FAC representative is no longer a member of the plan's FAC.

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<sup>1</sup> [Senate Bill 586](#)