



**Meeting Title:** Navigators Project  
**Date:** Thursday, January 18, 2023  
**Time:** 11:00 AM – 12:00 PM  
**Call in:** Teams  
**Meeting Purpose:** Monthly Partner Meeting  
**Next Meeting:** February 16, 2023

ATTENDEES				
Sysvanh Kabkeo (DHCS)	Brandon Roberts (DHCS)	Nancy Ojeda (DHCS)	Tina Coulson (DHCS)	
Alameda	Butte	Colusa	Fresno	Kern
Kings	LA DPH	Lake	Madera	Merced
Napa	Nevada	Orange	Placer	Riverside
San Bernardino	San Diego	San Luis Obispo	San Mateo	Stanislaus
Trinity	Tuolumne	Ventura	Ampla Health	Bonita Family Resource Center
California Coverage and Health Initiative	Catholic Charities	Center for Human Development	Community Service Solutions	Harwood Memorial Park/Family Resource Center Network
Innecare	Kaweah Health Foundation	Marin Community Clinic	Sacramento Covered	San Francisco Community Clinic Consortium (SFCCC)

1.	<b>Introductions/Roll Call</b>
2.	<p><b>Public Health Emergency (PHE) Update:</b></p> <ul style="list-style-type: none"> <li>- On December 29, 2022, the Consolidated Appropriations Act was enacted</li> <li>- This decoupled the Continuous Coverage Requirement from the status of PHE, allowing resumption of redeterminations beginning April 1, 2023</li> <li>- DHCS wants to clarify that this act does not declare the end of PHE. However, this will allow for resumption of normal activities as it relates to processing renewals and discontinuances for individuals that are no longer eligible for Medi-Cal coverage</li> <li>- When communicating this guidance to the public and/or partner agencies, DHCS would like to ensure partners are stating that the PHE is not ending, but that the “no negative action” is ending and to prepare for this occurrence.</li> <li>- Now that there is secured date for the end of the continuous coverage mandate, DHCS encourages partners to review their current work plans and begin implementing their intended activities and strategies in order to prepare for the pre-continuous coverage unwind phase</li> <li>- In addition, Partners should review their unwind proposed activities as it relates to continuous coverage to ensure the activities and strategies continue to be feasible</li> <li>- To get started, DHCS reviewed partner work plans and found examples of activities and/or strategies to assist individuals within their communities for the Continuous Coverage Unwind.</li> </ul> <p><b>Activities Prior to Continuous Coverage Requirement Termination</b></p> <ul style="list-style-type: none"> <li>- <i>These activities are listed in the Work Plan under what DHCS previously referred to as the “60 Days prior to PHE” termination</i></li> <li>- Examples of activities and strategies partners can implement for this period are: <ul style="list-style-type: none"> <li>o Use customized flyers as talking points directly with Medi-Cal beneficiaries on the PHE end date and its impact on the Medi-Cal renewals</li> <li>o Implement an educational campaign to encourage beneficiaries to continue to update their contact information, report any changes in circumstances, and check for upcoming renewals packets coming through the mail</li> <li>o Utilize DHCS toolkit and customize social media posts on the PHE coming to an end and the impacts toward individuals.</li> </ul> </li> </ul> <p><b>Examples partners can utilize for the Continuous coverage unwinding phase</b></p> <ul style="list-style-type: none"> <li>- <i>These activities are listed in the Work Plan under what DHCS previously referred to as the 12 month unwinding:</i> <ul style="list-style-type: none"> <li>o Expand in-person assistance. Aim to increase co-location sites at partner locations such as primary care centers, schools, WIC offices, etc. Expand evening hours once per week</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Train and deploy established navigators to assist community members with redetermination assistance through the 211+ phone number</li> <li>○ Assist Medi-Cal beneficiaries referred by internal staff, social media posts, flyers, with redetermination packets.</li> <li>○ Help Medi-Cal beneficiaries upload or submit any additional documents to the county via mailing, Covered Ca, or BenefitsCal</li> </ul> <ul style="list-style-type: none"> <li>- To continue this discussion, DHCS will provide project partners with a survey through survey monkey.</li> <li>- The survey will consist of various questions that require partners to provide insight into their preparedness to enact the continuous coverage unwinding portions of their work plan; solicit input/feedback on areas where clarification may be needed; and identify partners that would be willing to speak at our next Best Practices meeting</li> <li>- DHCS will review the responses received and discuss them during our next partner meeting</li> </ul> <p><b>Additional Information and Resources</b></p> <ul style="list-style-type: none"> <li>- For additional information, DHCS will provide partners with an article: <a href="#">“Changes Ahead: How Can California Help Keep People Covered After the Public Health Emergency”</a></li> <li>- DHCS encourages partners to read the article and the recommendations identified in the article in an attempt to possibly incorporate and/or modify these recommendations into their efforts</li> <li>- DHCS encourages partners to refer to the <a href="#">DHCS Coverage Ambassadors Webpage</a> and to join the <a href="#">DHCS Coverage Ambassador mailing list</a> to receive updated toolkits as they become available.</li> <li>- Partners can also refer to the <a href="#">DHCS-Stakeholder News website</a> for information.</li> <li>- The most recent announcement was posted January 13, 2023. <a href="#">Updates to the Medi-Cal COVID-19 Public Health Emergency (PHE) and Continuous Coverage Unwinding Operational Plan.</a></li> </ul>
3.	<p><b>Project Updates and Deliverables</b></p> <ul style="list-style-type: none"> <li>- The first Quarterly Progress Report and Invoice are due on January 31, 2023.</li> <li>- This quarter is for activities and expenditures from October 1, 2022, through December 31, 2022</li> <li>- Partners who’ve obtained an executed agreement in December 2022 can submit a quarterly progress report and invoice if activities or work efforts were implemented. If not, a Quarterly progress report and invoice does not need to be submitted</li> <li>- The November 2022 monthly data report is due January 2023. Again, if partners obtained an executed agreement in November but was unable to implement this project, please notify DHCS that your county or organization has no data to submit</li> </ul>

	<ul style="list-style-type: none"> <li>- The quarterly progress and invoice can be submitted electronically to the DHCS Navigators Inbox.</li> <li>- Partners are encouraged to submit a draft invoice prior to the deliverable due date for review to ensure the invoice template and supporting documents are sufficient</li> <li>- Partners from the previous iteration should have access to the SFTP to submit the monthly data report. If you are unable to access the SFTP, please reach out to DHCS for assistance</li> <li>- Partners who are new to this project, may not have access to the SFTP, please reach out to DHCS for assistance and guidance on submitting the monthly data report for November</li> <li>- Partners from the previous iteration will be receiving a close out letter for the HNP AB 74 Allocation. Once you receive that close out letter, your agreement for AB 74 is concluded.</li> <li>- For more information about the project deliverables and due dates, partners can refer to bulletins 2020-003 and 2022-005. Please note that bulletin 2020-003 is being update and the revisions will be posted soon.</li> </ul>
4.	<p><b>Stakeholder Meeting 2/6/2023</b></p> <ul style="list-style-type: none"> <li>- DHCS will be holding a pre-meet with select county and CBO partners and a member of the advocate community to discuss possible agenda topics for the upcoming meeting on February 6<sup>th</sup></li> <li>- Depending on the agenda topics, DHCS may ask select counties and CBO partners to respond to any agenda prompts or questions to share during the meeting.</li> <li>- DHCS will notify the select partner(s) and provide assistance in order to prepare for the meeting</li> <li>- DHCS will consider and review any topics partners would like to share or discuss to the public</li> </ul>
5.	<p><b>Best Practices Forum</b></p> <ul style="list-style-type: none"> <li>- DHCS anticipates holding the first partner “Best Practices” forum for the Health Navigators Project, SB 154 during the February Monthly partner meeting</li> <li>- The Best Practices forum is intended for all partners to share their proposed activities/strategies for this project and how to reach the vulnerable target populations within their communities.</li> <li>- Also share any successes and/or challenges experienced to date</li> <li>- DHCS hopes this best practices forum will be helpful for all partners; those who are in the beginning stages, those who are struggling to reach certain target populations, and to brainstorm activities and strategies</li> </ul>
6.	<p><b>Q&amp;A:</b></p> <p><b>Q: Will DHCS be posting any of the Coverage Ambassadors messaging on their social?</b></p>

**A:** The change regarding the continuous coverage requirement is fairly recent and the Health Navigators Project is not aware of what will be posted on the DHCS social media. DHCS encourages partners to frequently visit the social media for any updates.

**Q: Has a flyer been sent out to beneficiaries?**

**A:** The Health Navigators Project is aware that a mailing will be sent to Medi-Cal beneficiaries to notify them of the end of the continuous coverage requirement. We anticipate that this will take place in early February 2023.

**Q: Is there a timeline for when the statewide campaign will be pushed out?**

**A:** Please note that this statewide campaign is not within the purview of the Navigators Project team. The Health Navigators Project is not able to give timeline updates at this time. Partners are encouraged to continue to visit the DHCS Coverage Ambassadors webpage for up-to-date information.

**Q: Was it suggested to revise our Work Plan to reflect the end of PHE?**

**A:** As a result of the Consolidated Appropriations Act of 2023 signed on December 29, 2022, the continuous coverage requirement was delinked from PHE. Thus the continuous coverage requirement will end March 31, 2023 and the unwinding of the continuous coverage requirement will begin as of April 1, 2023. When the continuous coverage requirement expires, counties will need to conduct a full redetermination for all beneficiaries. Effective now, the Health Navigators Project will also be delinking its guidance and activities from PHE and will follow the Continuous Coverage Unwinding Operational Plan. This means that any reference to PHE will be replaced with the term, Continuous Coverage. With that said, DHCS is not requiring partners to revise their work plans but is encouraging partners to review the focused activities section, previously referred to PHE section, of their approved Work Plan to see if the activities and strategies identified in the work plan align with new guidance regarding the continuous coverage requirement. Furthermore, partners should begin implementing any pre-Continuous Coverage Requirement (60 day prior) termination activities. DHCS would like to reiterate that, PHE is not ending, but that the continuous coverage mandate such as “no negative action directive” is ending March 31, 2023.

**Q: If money was not used, due the time it took to execute the Allocation Agreement, can the unspent funds from that FY be moved into the next FY?**

**A:** If the funds allocated for this FY (2022-2023) were unable to be spent due to a delay in implementation, funds can be rolled over into the next FY. Partners are expected to submit an annual update/revised budget plan by July 31, 2023, to report their actuals for FY 22/23 and move funds and redistribute them appropriately for the upcoming FY periods. Throughout this project, if partners

know they will be unable to spend their full allocation amounts, partners will need to notify DHCS immediately.

**Q: The new invoice template for this iteration is blank, does the invoice template need to reflect the line items identified on our budget plan?**

**A:** Please refer to the instructions tab of the invoice template. The instructions tab will guide partners how to properly complete the invoice template. Reach out to the Health Navigators Inbox for assistance.

**Q: Are there plans to have another data meeting?**

**A:** At this time, another small data work group meeting is not scheduled as DHCS continues to have internal discussions to determine the best process to collect/obtain the additional data without putting undue additional workload on partners by changing project templates and requirements. DHCS has begun looking into ways of pulling requested demographic data from the different systems and intends to set up meetings with other agencies that collect demographic data to discuss their approach and any best practices in obtaining the data from individuals. Once DHCS is able to determine and develop the process of obtaining the demographic data, DHCS will notify all partners of any change in guidance regarding the collection and tracking of additional demographic data.

**Q: Do you have a clearer definition of PHE vs Normal Operations?**

**A:** Partners are encouraged to review their work plan and take into consideration the work efforts being implemented. It is also worthy to consider the status of the Continuous Coverage Requirement status. For example, prior to March 31, 2023 redetermination would not be due to the unwinding of the continuous coverage requirement, formerly known as PHE unwinding, as the requirement does not end until such date. As of April 1, 2023, redetermination activities will resume and that is when the focused activities, such as redetermination would fall under the continuous coverage activities, previously known as PHE activities. The same logic can be applied to outreach. At this time prior to the end of the continuous coverage requirement, along with general outreach, any focused outreach on preparing for the continuous coverage requirement lift can be counted as focused on what we used to refer to as PHE.

**Q: If we are interested in talking data reporting with your team, who should we connect with?**

**A:** DHCS continues to have internal discussions to determine the best process to collect/obtain the additional data without putting undue additional workload on partners by changing project templates and requirements. In the meantime, if partners have any questions, feedback, or concerns regarding data, please reach out to the Health Navigators Inbox to submit any inquires and/or requests. DHCS will coordinate assistance and set up meetings if needed.

	<p><b>Q: How broad is this revelation about no negative action being uncoupled from PHE?</b></p> <p><b>A:</b> The update has been incorporated into the unwinding plan, an announcement has been made through the weekly Stakeholders News webpage, and DHCS has reviewed this topic in meetings since it was enacted.</p>
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<b>ACTION ITEMS</b>			
<b>Description</b>		<b>Due Date</b>	<b>Responsible</b>
<b>1.</b>	Changes Ahead: How Can California Help Keep People Covered After the Public Health Emergency	Next partner meeting	County and CBO Partners
<b>2.</b>	FY22/23 Quarter 2 Invoice and Quarterly Progress Report	January 31, 2023,	Partners with executed agreements
<b>3.</b>	November 2022 Monthly Data Report	January 31, 2023,	Partners with executed agreements