

FSN MEETING MINUTES

APRIL 25, 2019

HOSTED BY CLATSOP COUNTY

ATTENDEES

Kimberly Losada, Clatsop Co; Kayla Pugh, Clatsop Co; Janet Leep, Coos Co; Terri Chandler, Jefferson Co; Pam Mathes, Klamath Co; Dianna Escobedo, Lane Co; Bev Mills, Linn Co; Grant Wilson, Umatilla Co; Christy Elven, Washington Co; Vicki Wood, Yamhill Co; Lee Cummins, DOC; Judy Bell, DOC

OPENING AND INTRODUCTIONS

The group was greeted by Lisa and the Clatsop Co Sheriff. Thanked for our work. Kayla Pugh will be the new rep for Clatsop Co.

REVIEW/ADDITIONS/CORRECTIONS TO JANUARY MINUTES

No changes needed for January minutes.

DEPARTMENT OF REVENUE – NIKKI BENNETT

Nikki was not able to attend the meeting.

The group is wondering when they will receive new codes for new opt in option that is currently scheduled to begin 7/1/19. We are waiting to hear news from DOR.

SERVICE REQUEST – JUDY BELL

Nothing new with current service requests

DOC UPDATES – JUDY BELL

- New System – Judy is meeting with Jeremiah and Steve Robbins 5/20 to pitch the idea of a new system. Judy is trying to get the cost as low as possible. If/when this change does happen it looks like there will be lots of changes to our current accounting practices. Judy will not be taking this to OACCD until after she receives a green light from DOC. Hopefully Judy will have more to share after her 5/20 meeting. She encourages everyone to get the current system cleaned up in anticipation of a new system. Question – would we bring all historical info or just current info? DAS says it is best to just do current info because it is a lot cleaner. Janet asks that if client returns on new cycle old historical data be moved forward.

- SSN on DOR accounts – It is ok to use SSN when sending accounts to DOR. The client needs to sign something stating the SSN will be used for collection purposes. Question – if taking the SSN out of LEDS does LEDS give permission to use? We don't know what that answer would be. Nexis Lexis could be an option to get a client's SSN. <https://www.lexisnexis.com/en-us/home.page> . Would it be possible to indicate in AS400 if SSN was given voluntarily or if we obtained it from a 3rd party?
- Emailed bills – Is it allowed to email bills to clients? The burden of proof that the email is valid, received and the bill was not blocked vs. sending via the mail. Does it qualify under OAM? Suggested talking to your county counsel if this is something your county wants to look at. For state agencies emailing bills is not allowed at this time.

DOC UPDATES – LEE CUMMINS

- Conditions – long description – The long descriptions have been updated and are available to view. F4 on condition to get the long description. Staff can view prior to selecting condition to make certain they are selecting the correct condition.
- STTL – TS 1 – 6 and TL 1 – 9 have been discontinued. As of 12/1/18 all new AIP clients should be using the new LV 1 – 12 conditions. If conditions are not correct on your paperwork contact Shawn Cost-Streeby to have it corrected. Shawn.R.Cost-Streeby@doc.state.or.us
- DOC website – The new site was just updated today. oregon.gov/doc <https://www.oregon.gov/doc/Pages/default.aspx> OACCD is revamping their website and thinking it would be best that group info is located there instead of the DOC website. DOC website should only be for public use – not county/employee information. There will be a link to the OACCD website on the DOC website when the updates are done.
- Group Charters – OACCD is looking at user group charters. It was suggested that we update the FSN charter and review at our July meeting. There is no set date from OACCD when they want this update completed. It is important to update the charter to help directors understand the value of the group and our meetings. Maybe we should create a sheet of position functions?

MEMBERSHIP – BEV MILLS

- Some counties are missing representatives. Bev will contact directors in those counties to get a point of contact.

ROUND TABLE

- Bev – Payment for her client was received in another county. Never apply payments for clients supervised in another county. Either return it to the client or forward on to the supervising county.

Next meeting is July 25, 2019 in COOS Co.