Human Services Systems Modernization Advisory Council

November 2, 2026

HSSMAC Agenda

- Call to Order
- Introduction of Council members
- Agency project updates
  - DCYF deep-dive presentation - Integration layer/green screen overlay
  - Joint presentation: Counties and DHS - SNAP Forward PTIG BlueZone script and Medicaid Enterprise System (MES) strategy
  - Joint agency presentation: federal engagement and approval process
- Facilitated discussion on Advisory Council outcomes
- Council discussion, next meeting, and topic prioritization

Meeting structure and reminders

- **Member questions:** Please hold questions until after each presentation.
- **Member comments:** There will be time at the end for relevant member announcements and updates.
- **Meeting minutes:** We will post meeting minutes to ensure transparency.
- **Open meetings/public comments:** Chairs may call for public comment as time permits. Comments should pertain to the discussion topic at hand and may not be used to advertise one's business or organization. Comments should be limited to 2-3 minutes.
- **Meeting format:** Chairs may adjust the meeting format as needed to ensure discussions stay on task and to ensure both the openness and function of the Council.

Respect and inclusion guidelines

- Speak from personal experience/be authentic.
- Avoid generalizations or stereotypes.
- Share the space.
- Listen to learn and understand.
- Stay engaged/be present, and
- Maintain confidentiality, if appropriate.



DHS Project Updates

Nicholas Petersen| Chief Strategy Officer

DEPARTMENT OF HUMAN SERVICES

Minnesota Eligibility Technology System (METS)
2nd Pregnancies Update

- First phase of project was delivered in **February 2026** which began with a pilot project where counties tested the deployed functionality
- First phase is now been deployed statewide
- Phase two project launched in **July 2026**
  - Includes additional functions impacted by reporting additional pregnancies.

MAXIS Ex Parte Renewals

- System would select cases with required information at renewal to allow for automated processing
- Achieves dual purpose of streamlining worker experience and federal compliance
- Top county priority for Medicaid after multiple pregnancy fix in METS
- Project is moving through governance structures and does not have a kickoff date now

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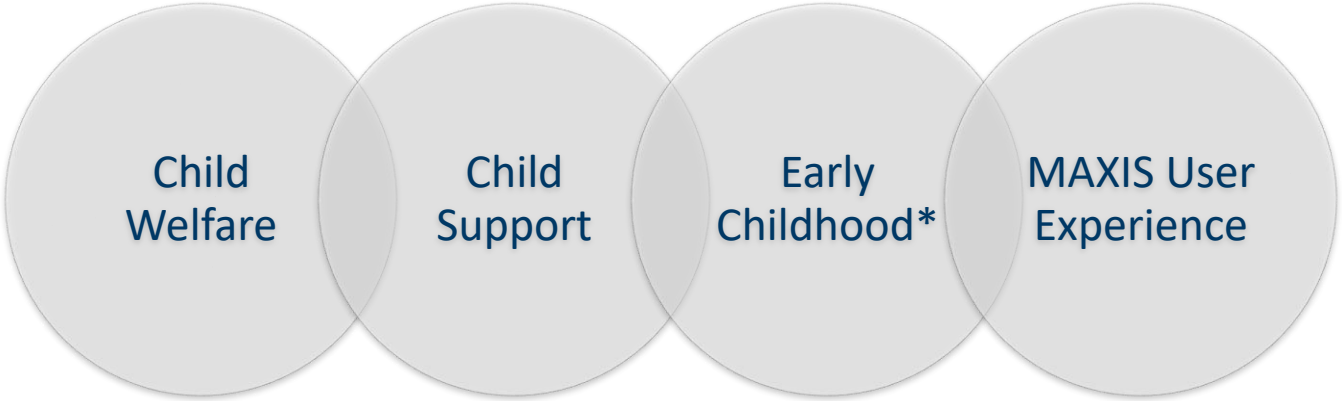
DCYF Agency Updates

DCYF IT Portfolio: the full delivery landscape

Active Modernization Efforts

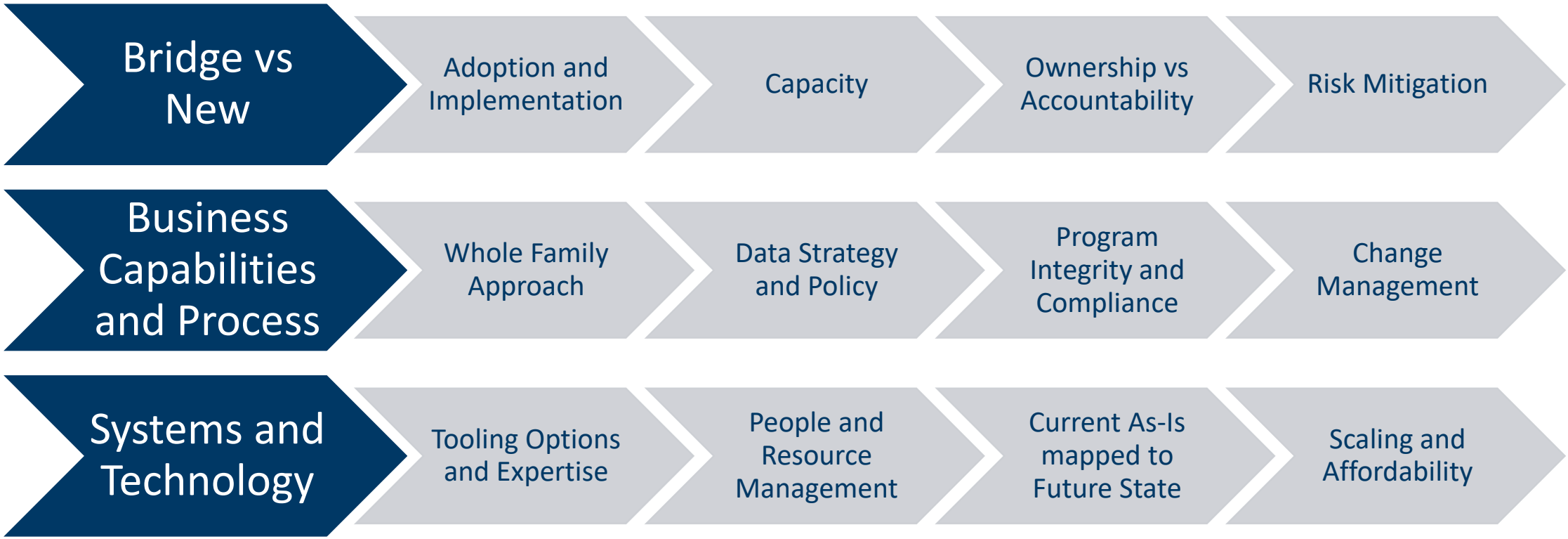


The rest of the portfolio continues in parallel with federal compliance as a top priority.

Core DCYF Systems & Operations	Early Childhood & OIG	Shared Agency Services	New Development Mandates	Enterprise Foundations
• Run/Maintain/Enhance • Backlogs and Production Support	• ELSA and MEC^2 • Electronic Attendance • Licensing and Program Integrity	• Grants Management • Content Management/M365 • Data Warehouse and Shared Master Index	• Federal and Legislative changes • FOD/ Time-study/data-request tools	• Governance and portfolio Intake • Integration and Cloud Enablement • Data, AI, Security and Architecture

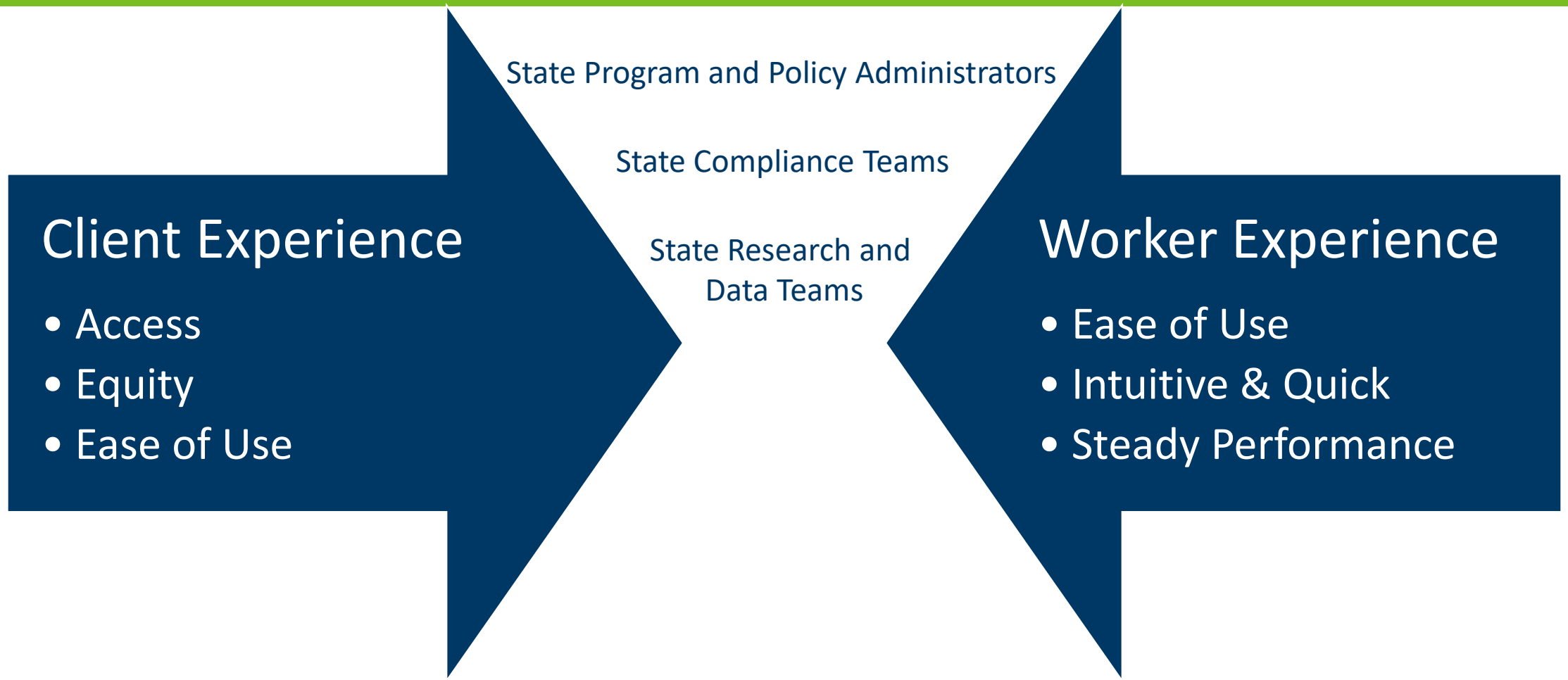
Shared constraint: all work competes for delivery capacity, specialized skills, funding, technical platforms, and decision bandwidth.

Modernization Considerations top of mind at DCYF



All are necessary components to successfully modernize our human services systems in MN.

Balancing the User Experience Needs



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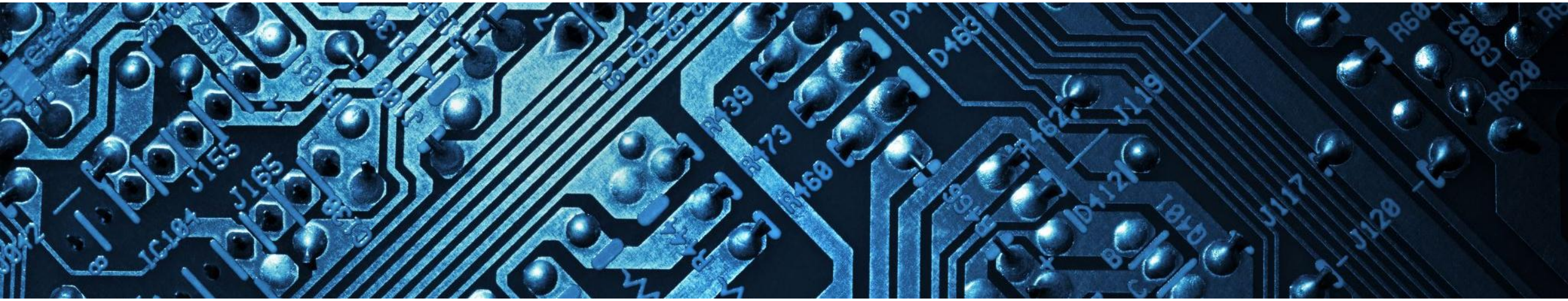

Child Support Modernization

About PRISM and state child support systems

PRISM is the statewide computer system for Child Support. It is a mainframe system that was transferred from Arizona in 1996. It uses a Natural/Adabas structure. Minnesota Child Support Online is a portal for parents and employers that integrates with PRISM.

The federal government requires that automated child support systems be statewide and assist in providing core functions such as:

- Establishing paternity and child support orders
- Locating parents
- Enforcing child support orders
- Performing complex financial functions to provide support to families

2023 Legislative Mandate

Legislative outcomes to be achieved include:

1. Completing the transition of automated child support systems from mainframe technology to a web-based environment.

2. Enhancing the child support participant portal to provide additional options for uploading and updating information, making payments, exchanging data securely, and providing features requested by users of the portal.



The Legislature appropriated approximately $13.6 million for modernization, with an anticipated 66% match from OCSE, bringing the total modernization budget to approximately $39 million.

Additional information can be found here Section 10, Subd.4, 2 and 4; Article 15

Determining approach

Between 2023 and 2025, MNIT and CSD completed the following:

- Two Request for Information solicitations
- Commissioned technical analysis from Public Consulting Group on the refactor/replatform and encapsulation (incremental) approaches
- Engagement of counties and Tribes through interviews, surveys, compilation of business capabilities and meetings with Child Support Advisory Board and MACSSA modernization committees.
- Learned from other state child support modernization experiences
- Regularly met with Office of Child Support Enforcement to discuss systems modernization efforts
- Created a draft streamlined feasibility study that explored modernization paths in depth

As a result, CSD and MNIT determined that a sequenced, incremental modernization approach delivers the most value in the current budget, reducing risk, preserving the stability of the PRISM mainframe during the transition, and positioning CSD for future phases of modernization.

Conceptual Incremental Modernization Path

Initial increments will address large pain points identified by counties and Tribes

Projected Accomplishments in Current Budget

- Document generation tool for court documents
- Integration Layer
- Web User Interface for Point and Click Functionality
- Remaining documents
- Parent/employer portal

Likely can be achieved with existing state funding and federal match

Additional Budget Needed for Remaining Modernization Activities

- Case management
- Financial management
- Migrate existing business functions from mainframe
- Update external integrations to reference new data sources
- Eliminate duplicate data storage and establish single source of truth

Will need additional state funds, to obtain federal match

Ramping up for implementation

- Executive and managing sponsors identified and a small project team is in place.
- Received approval from OCSE to spend funds on the first increments of court document management and integration layer in FFY27.
- Procurement activities are beginning.
- CSD will soon reach out to counties and Tribal Nations with more details on involvement opportunities.



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Thank you

For questions on PRISM modernization, contact:

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Rowzat.Shipchandler@state.mn.us

Steve.Moertel@state.mn.us



Comprehensive Child Welfare Information System (CCWIS)

RFP & Continued Activities

RFP

- October 1 – Proposals Due
- Two rounds of Review
  - Round 1: Written review and scoring
    - Team of 41 Evaluators across counties, MNIT, DCYF, and DHS
    - Currently evaluating proposals, targeting Mid-December completion
  - Round 2: Interviews and Demos

Other Readiness Activities

- Business Process Redesign: 6/9 complete
  - 83 participants across 31 agencies thus far
- Data Readiness Initiatives
- Planning Activities include: ITN readiness, Staffing Readiness, Project Structure Planning
- Legislative Proposal for Non-Child Welfare Components in SSIS
  - Paves the path for SSIS decommissioning
  - Adult Programs, State Licensed Facility Investigations (DCYF, DHS, MDH). Remaining Fiscal Components



Early Childhood Systems Discovery

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Early Childhood Systems – Coordinated Discovery

- Purpose of Discovery
  - Inform modernization of Early Learning Scholarships (ELS) and Child Care Assistance Program (CCAP) systems.
  - Improve service delivery, sustainability, and technology foundations.
  - Streamline workflows for families, providers, partners, and State staff.
- Alignment with State Goals
  - Supports broader efforts to unify experience across ELS and CCAP.
  - Lays groundwork for modern, efficient program operations.

Early Childhood Systems – Coordinated Discovery

- Solution areas being explored
  - Financial Management System
    - Identify foundational ELS needs.
    - Establish groundwork for future CCAP integration.
  - Application, Eligibility, Billing, and Payment System
    - Explore CCAP participation application and eligibility process.
    - Identify opportunities to align with and leverage ELS implementation.
- County and Tribal Nation impact
  - This work is scheduled to begin in 2027, **no immediate operational changes for local agencies anticipated.**
  - Partners will engage throughout the discovery process.
  - Findings will help shape future implementation planning.

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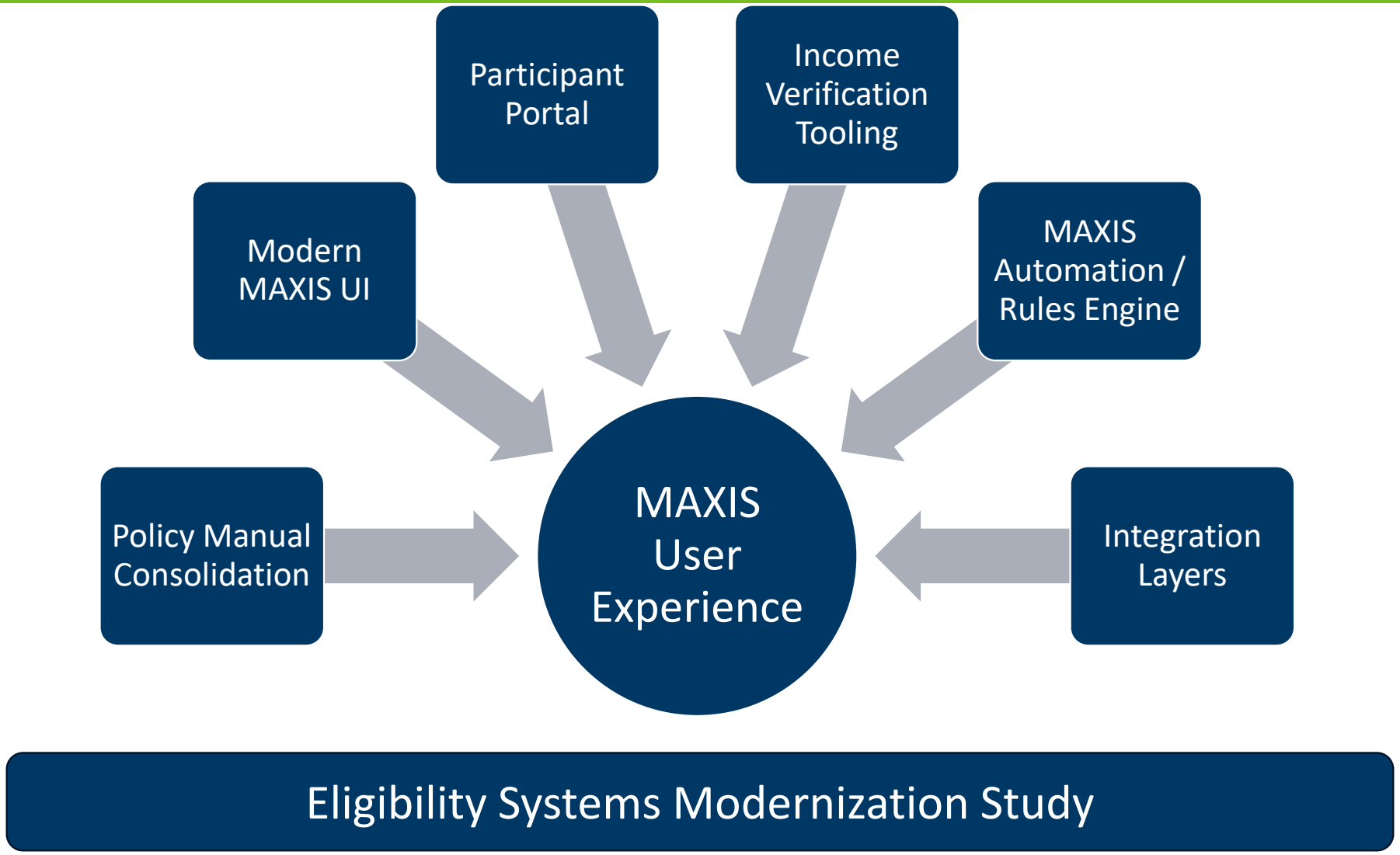
Integration Layer and Modern MAXIS User Interface (UI)

DCYF and Ch 120: MAXIS-centered user experience



Eligibility and Enrollment Landscape



Integration Layers and Modern MAXIS UI

Replace MAXIS Green Screens = **Modern MAXIS User Interface (UI)**

Integration Layer = **Integration Layers**



Goals of the Modern MAXIS UI Appropriation

To create near term user experience impact via bridging solutions that improve Eligibility & Enrollment (E&E) processes for all programs currently held in MAXIS.

Scope of Investment

- Centered around Application Processing Workflow
- Initial Investment ask was focused on areas targeted to strengthen and support the SNAP Program.
  - Application Intake
  - Interview
  - Verification
  - Eligibility Determination
- The investment does not cover **all** Eligibility and Enrollment capabilities needed

Bridging

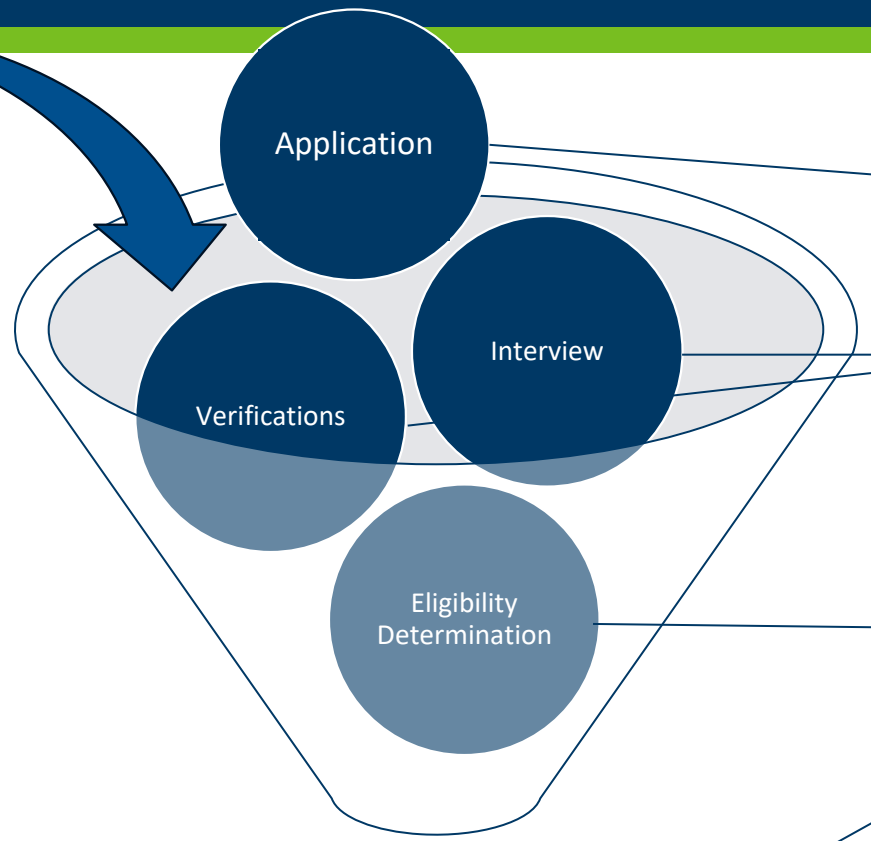
- Near term impact - deliver immediate value within constraints
- Focus on critical pain points - prioritizing foundational worker needs and specific improvements areas
- MAXIS is still the E&E system of record
- Not all work in this category will be leveraged for longer term solutions
- Seek greater alignment across state and counties to leverage and learn from existing work efforts and to improve co-ordination of future activities

The first functions of Eligibility and Enrollment Systems

The functions necessary for Application Processing

These systems are not currently integrated in meaningful, user-centric ways.

These first functions also greatly impact our SNAP PER.



MNbenefits and CAF

Manual Process + MAXIS Data Entry + County Systems

MAXIS

MAXIS + County Systems

Benefits Distribution and Management

Today, our workers are the {manual} integration layers between these systems.

Goals of the Integration Layers Appropriation

To investigate and validate integration capabilities against the MAXIS mainframe (specifically), via investment in new tools and into the teams supporting MAXIS.

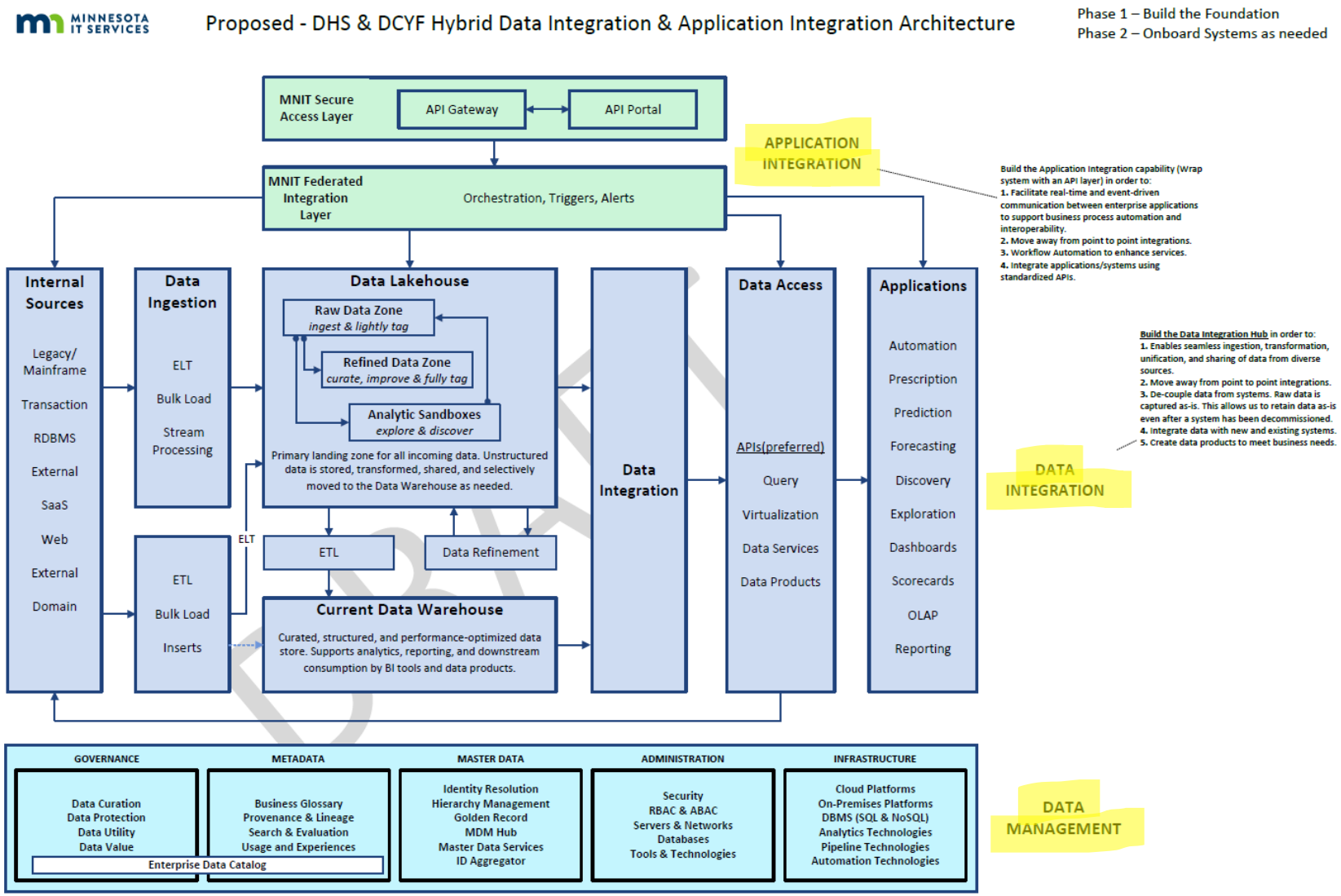
Scope of Investment

- Centered on MAXIS application integration capabilities
- Initial investment ask was focused on:
  - Building out MAXIS integration and support teams
  - Identifying, testing, and if necessary, procuring, integration tools capable of 'fitting with MAXIS'
  - Integrating the Eligibility and Enrollment systems via modern integration protocols (APIs)

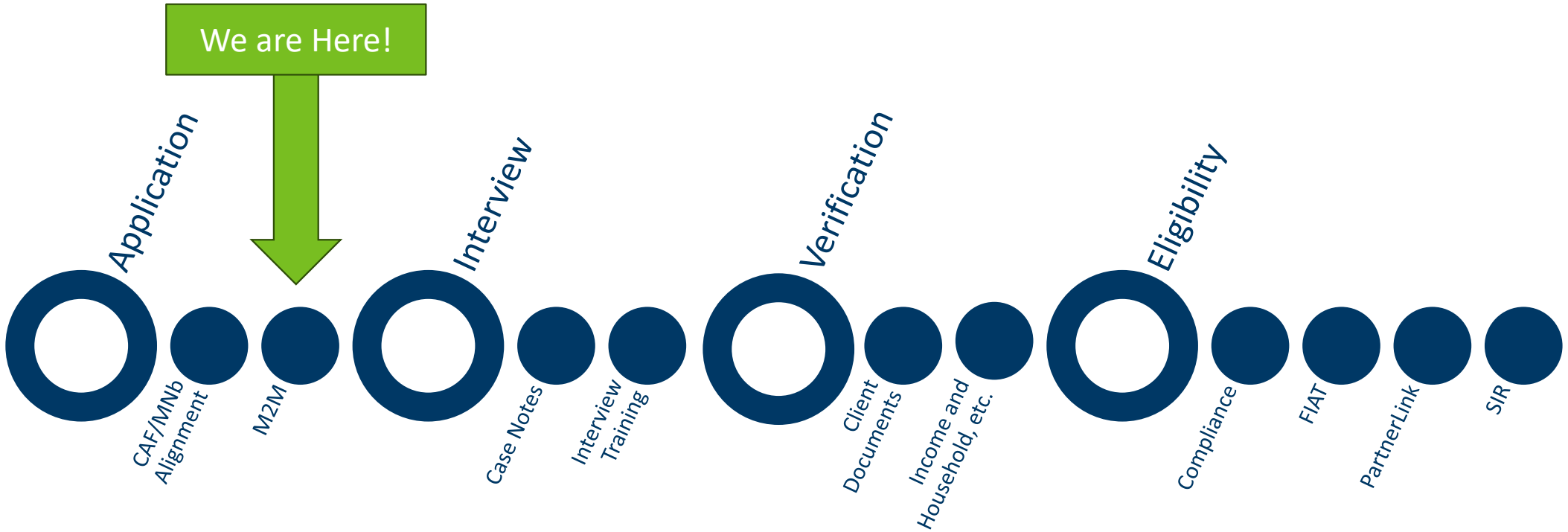
Bridging AND New

- Near term impact - deliver immediate value within constraints
- MAXIS is still the E&E system of record.
- Building out new ways of integrating or interfacing with MAXIS, gives us options for impact.
- Facilitates the implementation of both new and bridging solutions within the MAXIS/ E&E ecosystem.

Integration Layers out of Enterprise Architecture



Application Processing Workflow Increments



M2M in the Application Processing Workflow



- MNbenefits to MAXIS (M2M) Pilot is one step in the journey towards modernizing E&E.
  - Limited Scope, small selection of pilot partners, and iterative delivery approach maximize partnership and minimize delivery risk.
  - Intentionally creating the infrastructure and foundational features of a **new web-based user interface for the workers.**
  - Evaluation of integration tooling to ensure interoperability with existing MAXIS framework, are scalable, and can be maintained for future expansion statewide.
- M2M is one-of-many in progress efforts intentionally addressing E&E improvements and SNAP compliance metrics, including Application Processing Timeliness and the Payment Error Rate.

M2M Progress and technical learnings

- Integration environments have been set up for Development and Test (critical infrastructure)
- 32 of 34 Application Programming Interface (APIs)—which allow communication and sharing of data between applications—have been developed and unit tested
- Scrum/Product team launched; completing development on bi-weekly basis on shared design and requirements based on feedback from pilot sites and internal program partners
- First draft of design work for the Worker Interface shared with pilot sites on 10/29
- Moved away from using Boomi Flow for the build of the Worker Interface, instead will be using a custom Java solution. This decision was made to meet the scope of the pilot and address future scalability.

MNbenefits to MAXIS Pilot details

Scope

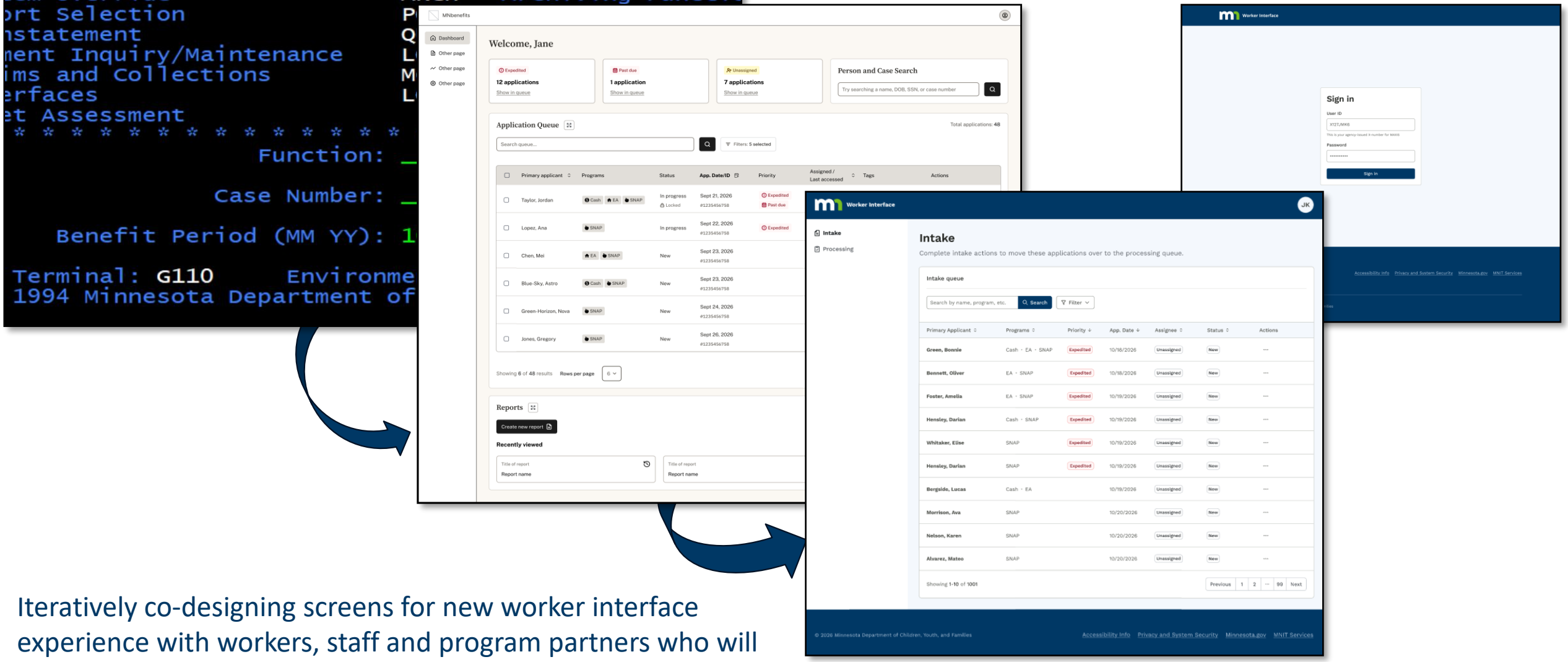
Introduce **a new starting point** for the worker to **process applications**, enabling them to manage the inflow of applications and prioritize the intake from a single dashboard view, which can be accomplished through a new web-based user interface.

The current starting point is both manual and a ‘one-application-at-a -time’ workflow.

Minimal Viable Product (MVP) Features

- Simple Access/Authentication Management
- Application Dashboard
- Person & Case Search
- Routing & Assignment
- Reporting & Activity History
- Application Entry in MAXIS up to PND2 (partially)

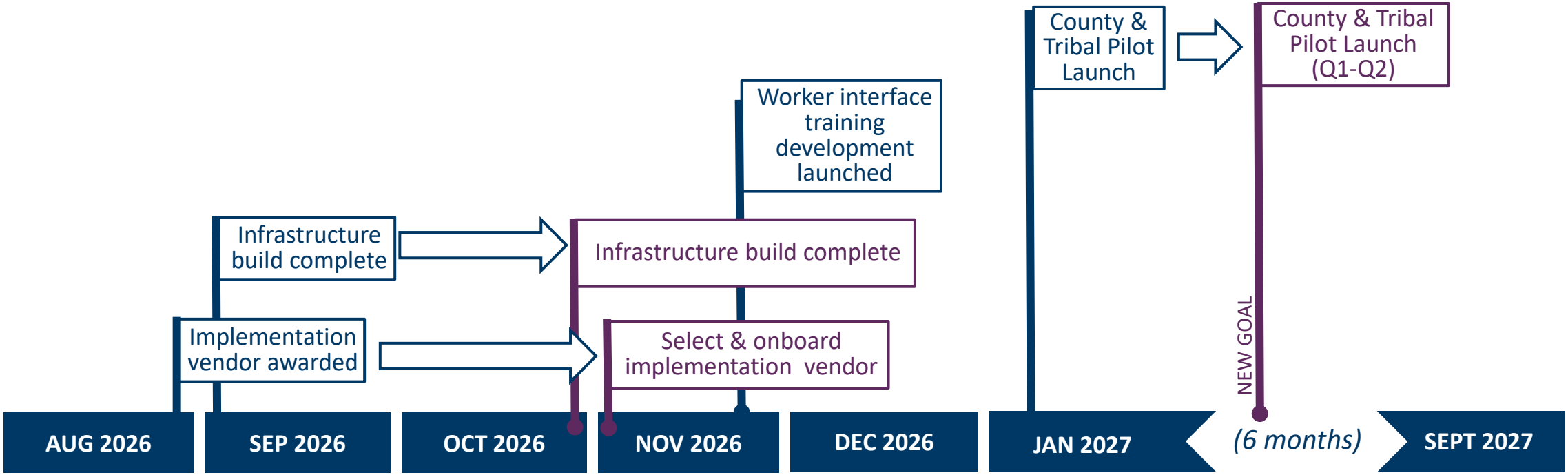
Co-designing: Draft of new worker experience



Iteratively co-designing screens for new worker interface experience with workers, staff and program partners who will use and benefit from the tool

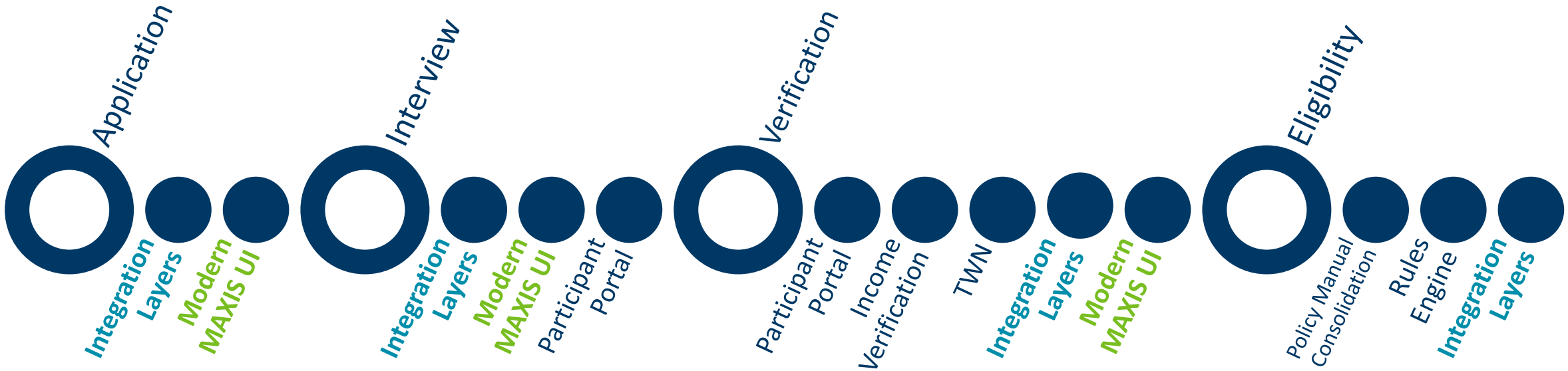
M2M High-level timeline with key milestones

The timeline for most major milestones have shifted back.
Original milestones are identified in blue, with new milestone dates in maroon.
Delays have occurred for various reasons, but learnings are being applied quickly, and teams are collaborating with increasing clarity on the Minimum Viable Product (MVP) deliverables.

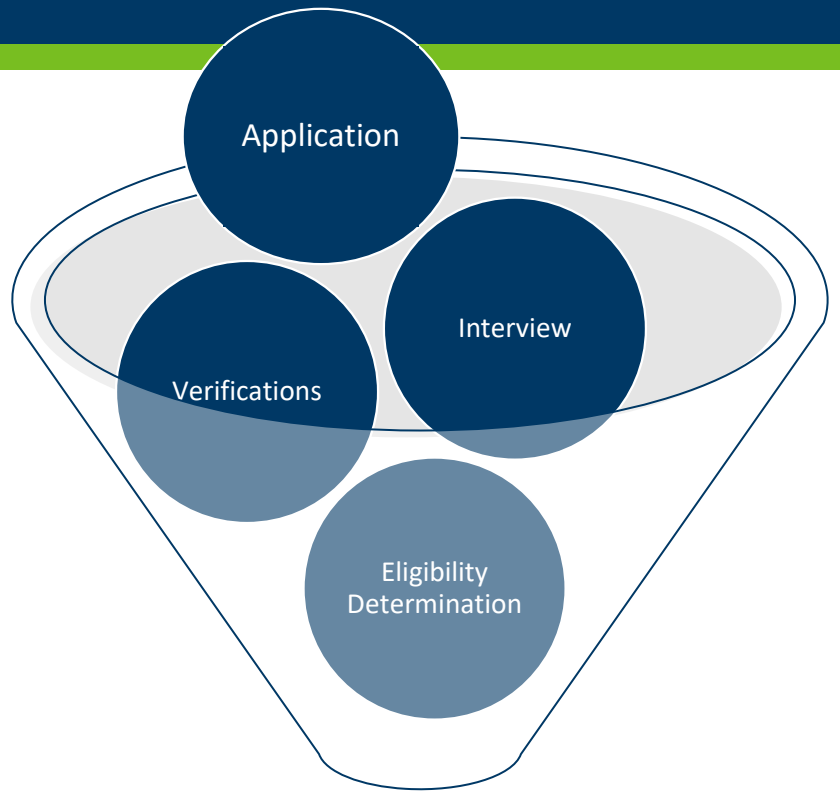


Follow along at: [Reduce Time to Benefits: MNbenefits to MAXIS Integration Pilot | Minnesota Engage DCYF]

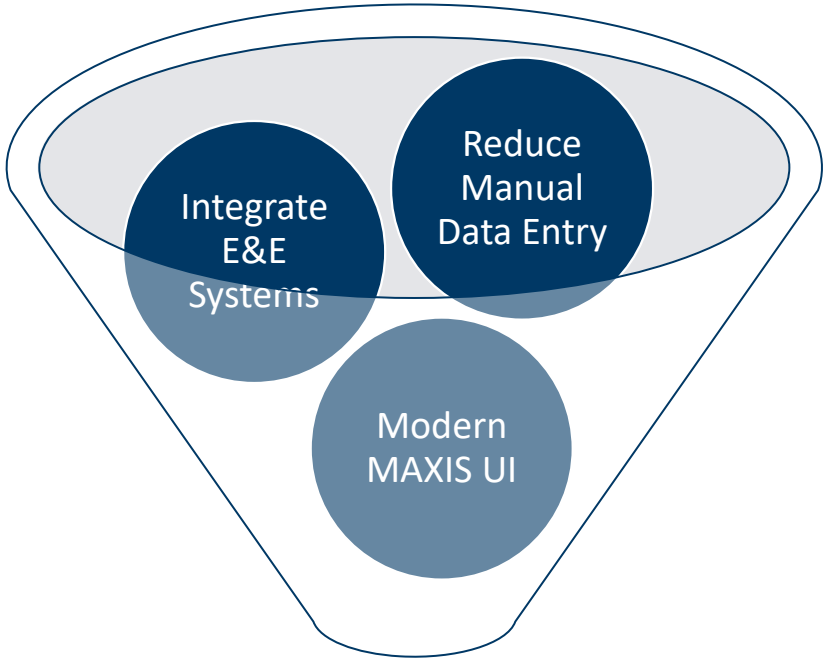
Ch 120 Investment Impacts on the Application Processing Workflow



How this helps Minnesotans



Benefits Distribution and Management



Quicker, Cleaner Application Processing

Association of Minnesota Counties

MACSSA Minnesota Association of County Social Service Administrators

MICA MINNESOTA INTER-COUNTY ASSOCIATION

MRC MINNESOTA RURAL COUNTIES

SNAP Forward

Human Services Systems Modernization Advisory Council

Dan Jensen – Olmsted County

*** ALL DATA IS FICTITOUS ***

SNAP Forward Supporting Apps through Interview

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- Through a MN request, Olmsted secured federal SNAP PTIG grant.
- Contract with Clarity Solutions through existing MnCCC RFP and work.
- SNAP Forward is available to all 87 counties and tribal nations.
- Post grant the BZ Scripting Collaboration and Clarity will support.
- Leverages BZ Scripting Layer, Works on Green Screen Honoring Existing MAXIS Interface and Security Rules.

UAT – FTP Utility Extracts MNBen Apps XML Files

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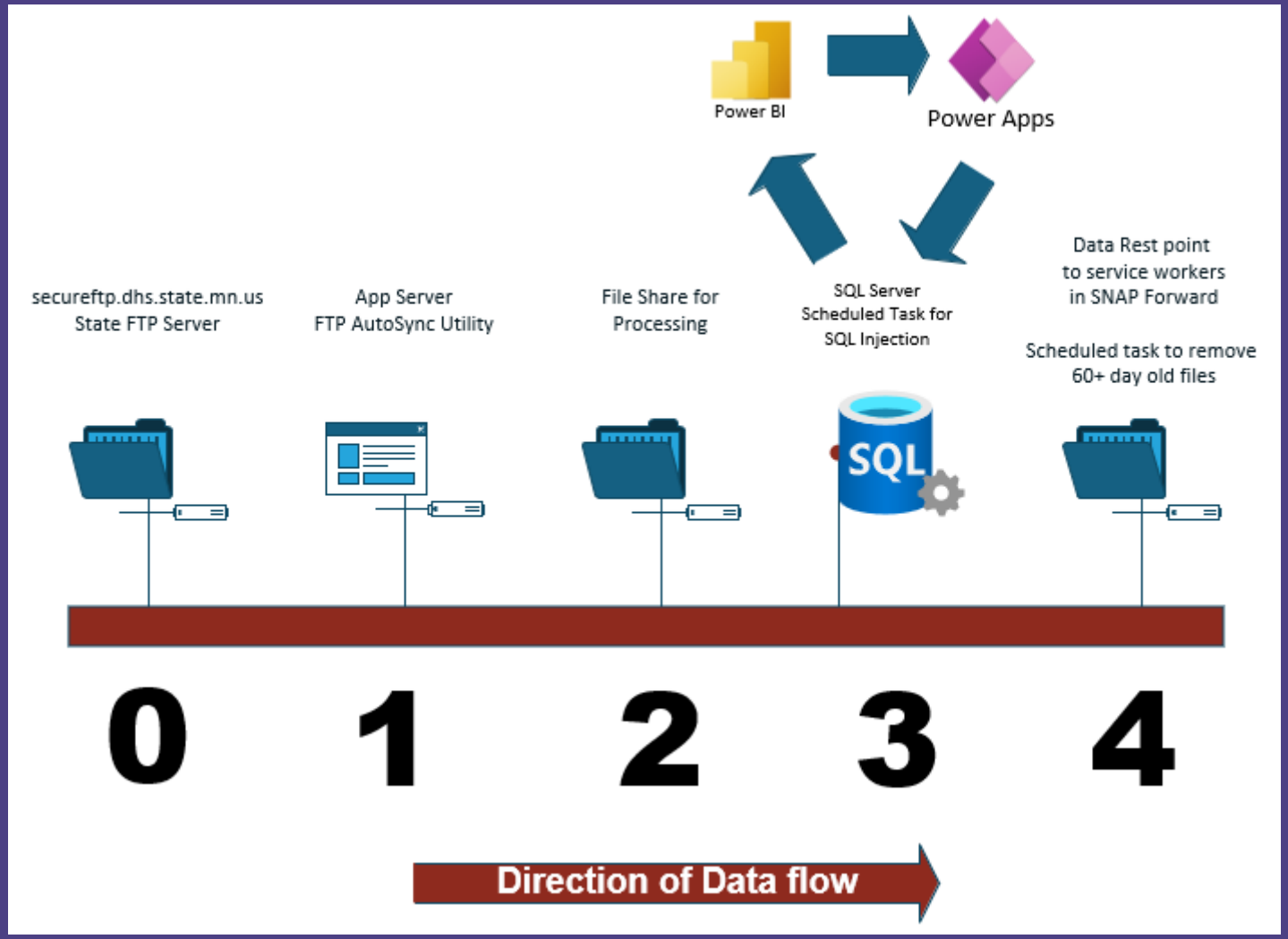

Design – Auto Assign Apps to workers

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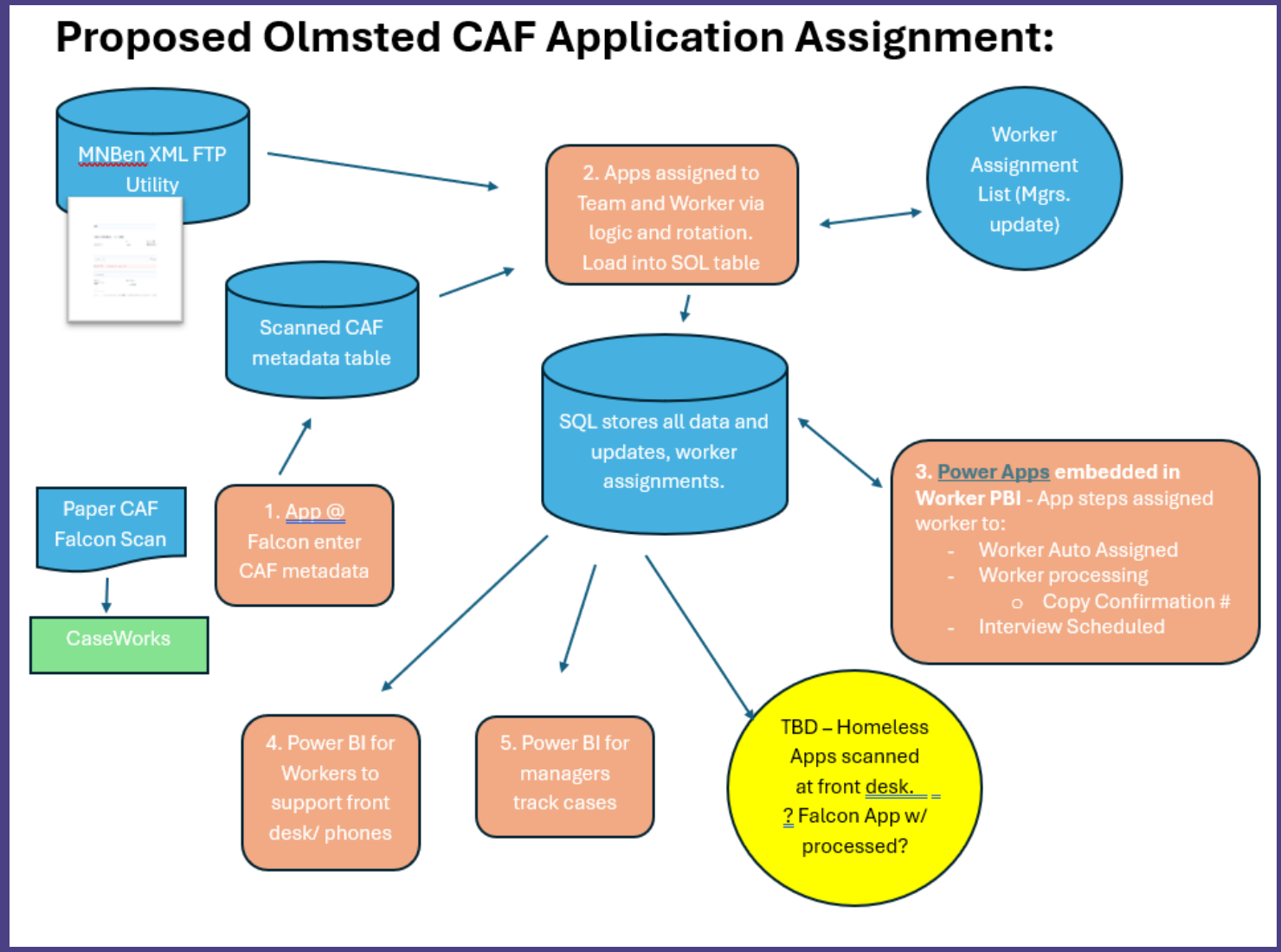

Design – Auto Assign Apps to workers

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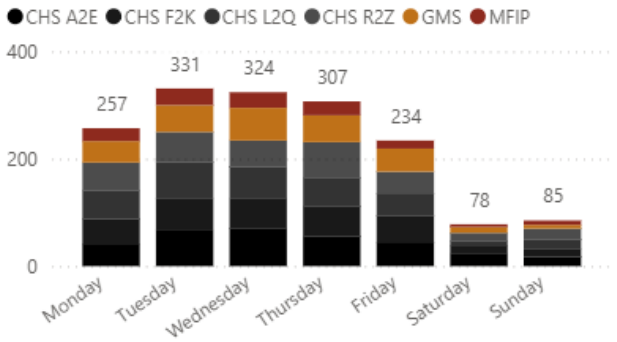
Confirm. Number	Submit Date	Time	Exp?	Case Number	Team	Programs	Household Size	Pregnant	Worker ID	Worker
5783997954	9/1/2026	7:12 PM	False		GMS	Cash	1	False		
7773998366	9/1/2026	10:24 PM	False		GMS	EA/EGA	2	False		
9293997584	9/1/2026	11:12 PM	False		GMS	Cash	1	False		
9783998395	9/1/2026	4:00 PM	False		GMS	EA/EGA	1	False		
1113998696	9/1/2026	7:12 PM	False		MFIP	EA/EGA	4	False		
2113998767	9/1/2026	1:36 PM	False		MFIP	EA/EGA	3	False		
6143997152	9/1/2026	11:12 PM	False		MFIP	EA/EGA, Child Care	2	False		
6183997046	9/1/2026	12:24 PM	False	207549	GMS	EA/EGA	1	False	X155403	Patty Mason
5673996855	9/1/2026	4:24 PM	False	1021533	CHS L2Q	SNAP, EA/EGA, Cash	1	False	X155078	Jennifer Douty
4543997470	9/1/2026	7:36 PM	False	1421426	CHS L2Q	SNAP, Child Care	7	False	X155336	Katrina Haze

Selected Case: 6143997152

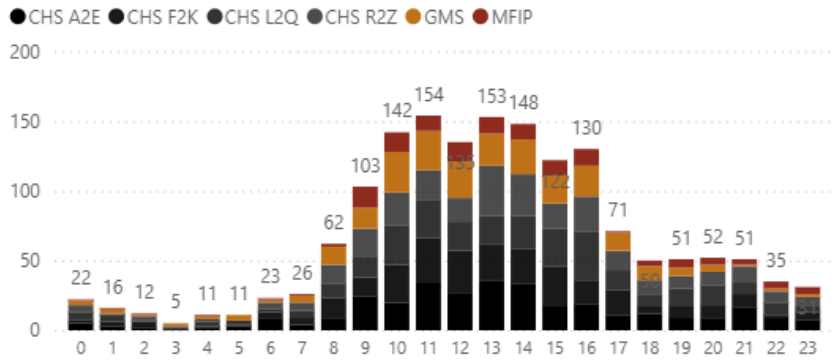
Action: Begin Processing / Interview Scheduled / Reassign / Cancel

Interview Date: MM / DD / YY

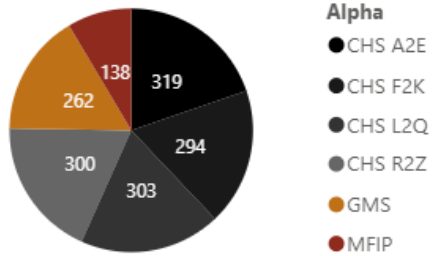
Number of applications by Day of the Week



Number of applications by Time



Number of applications by Alpha



Show Slicers

1616
Applications

Deployment –Consume MNBen App

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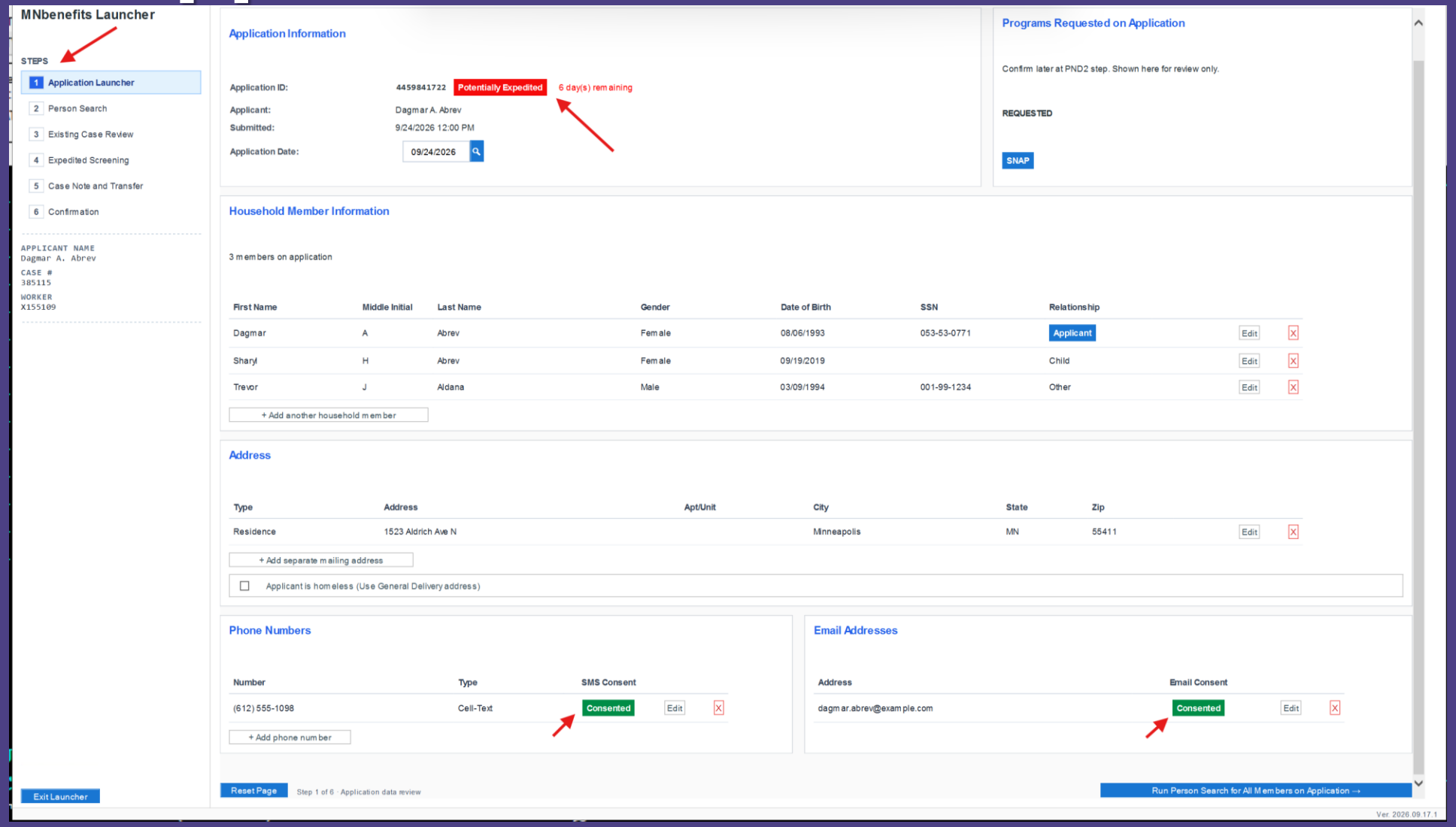

Deployment – Person Search

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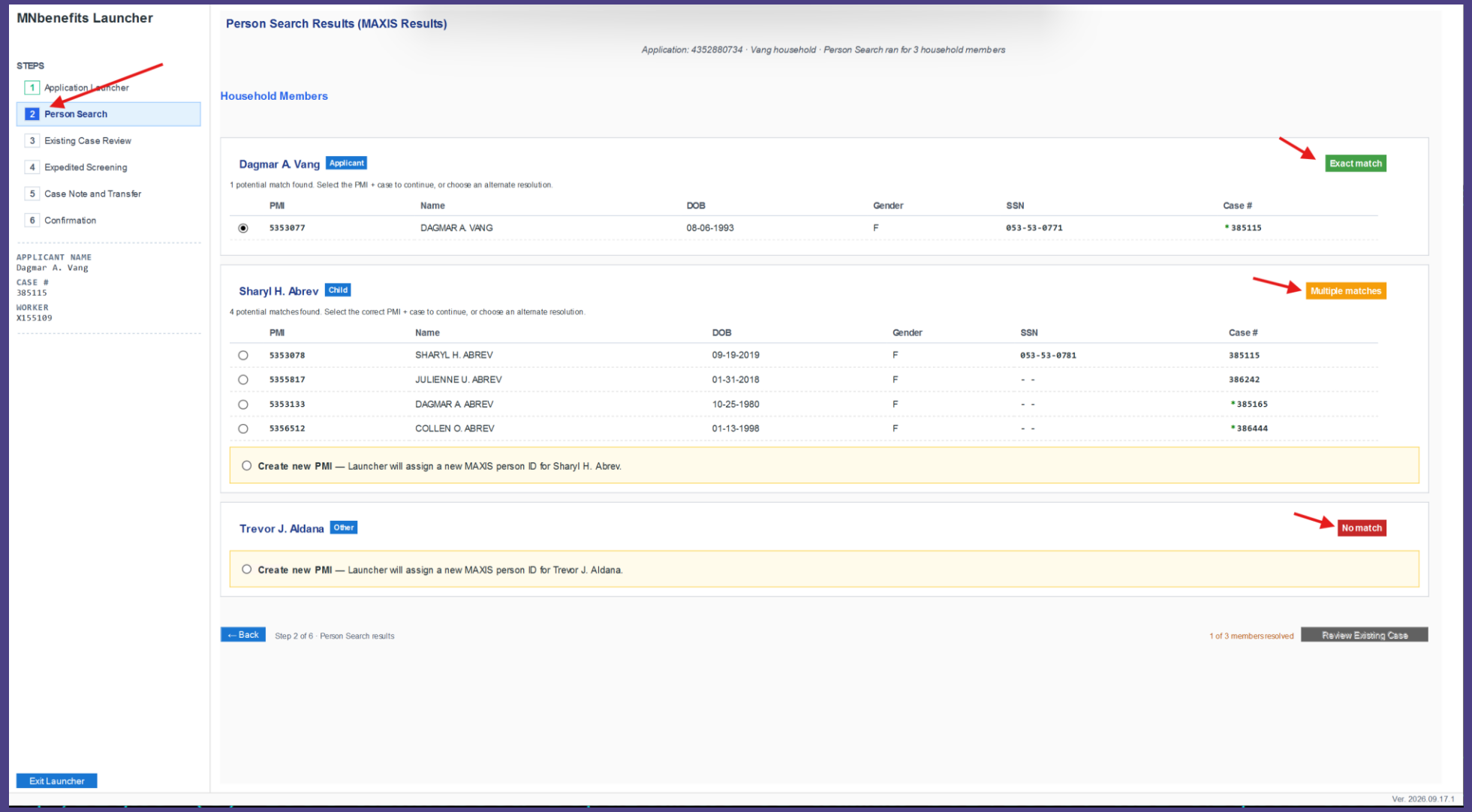

Deployment – Determine Existing Case status

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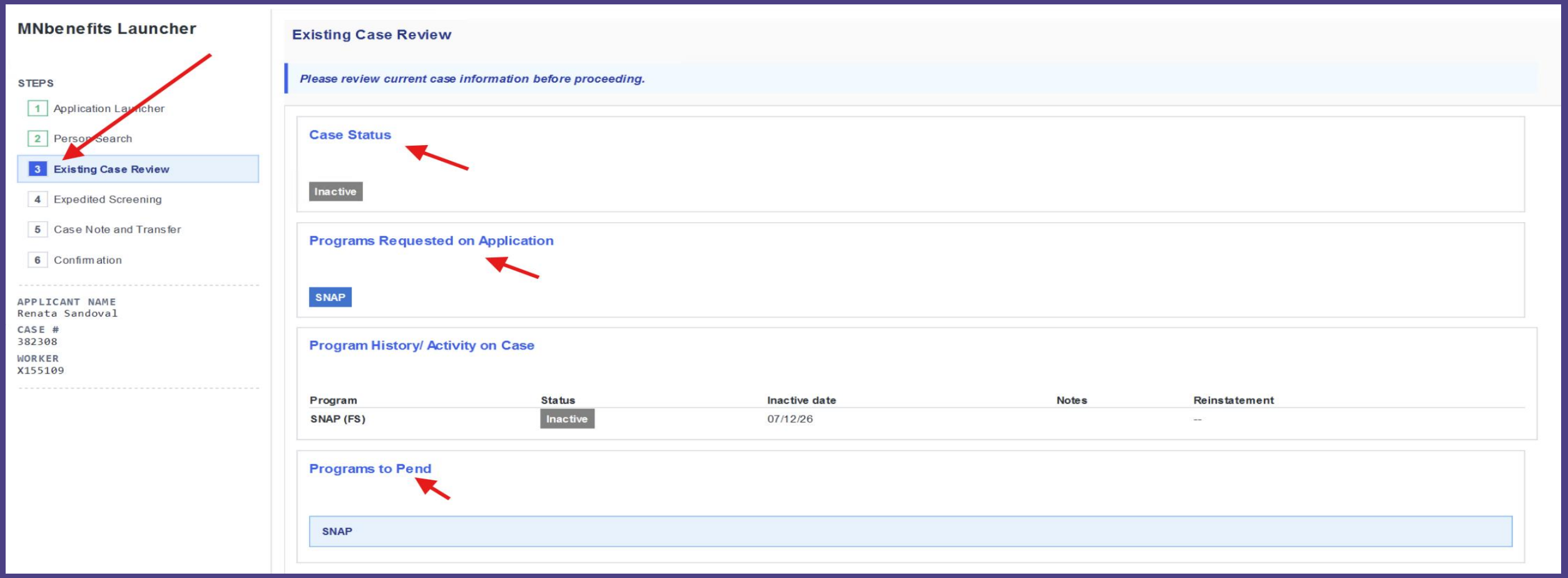

Deployment – Expedited Screening

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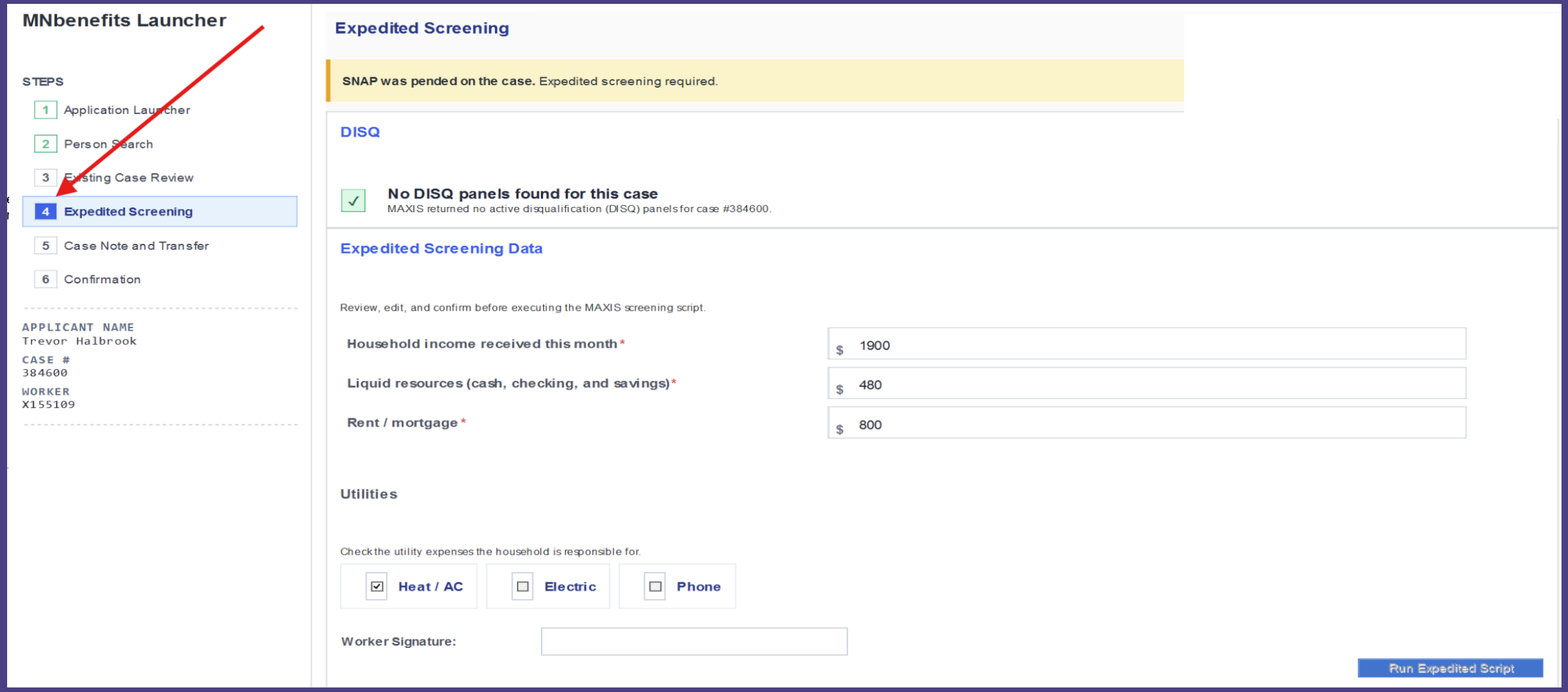

Deployment – Case Note, Sign and Transfer Case

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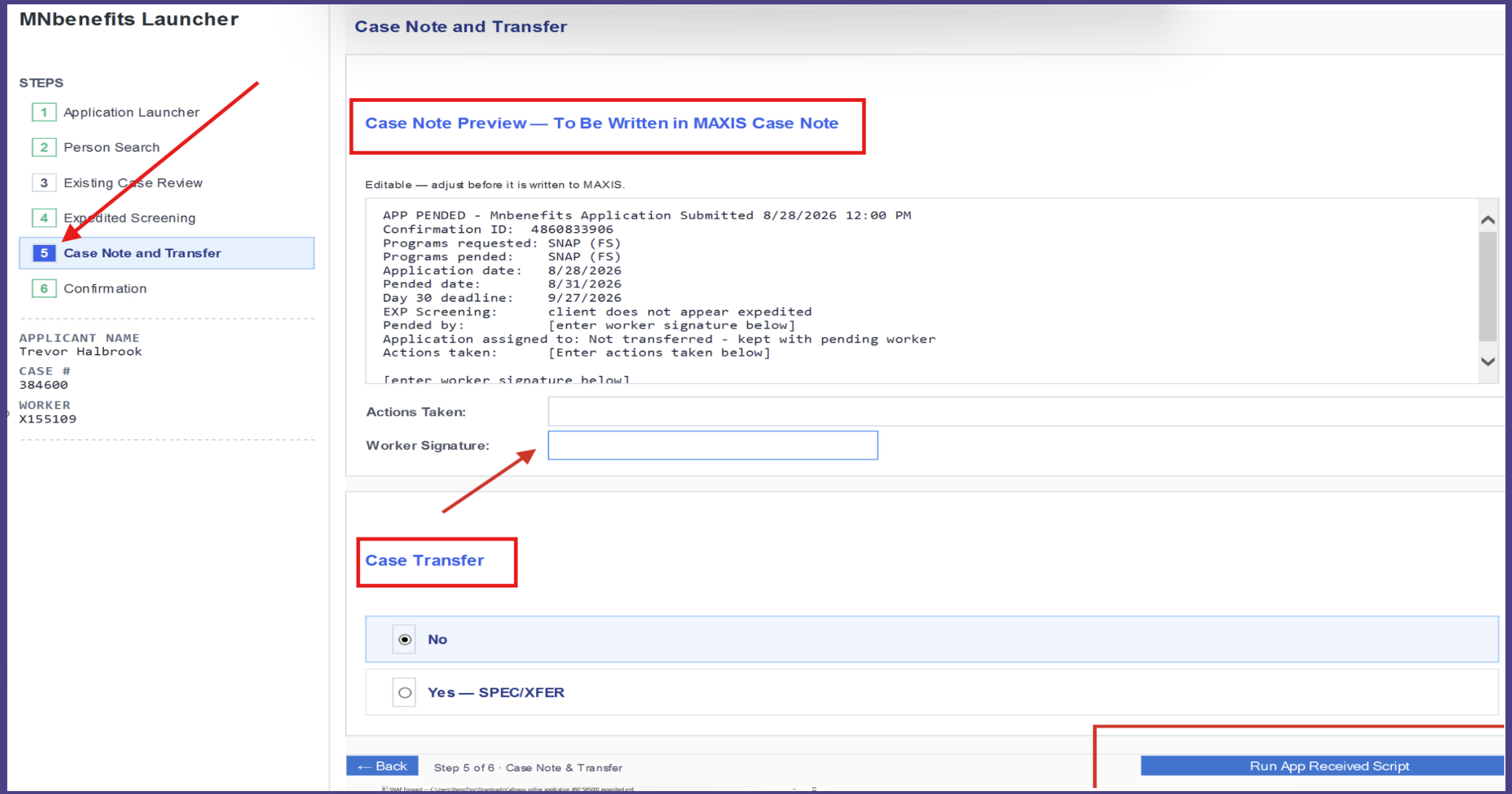

Alpha Testing – Confirm & Interview Scheduler Transition

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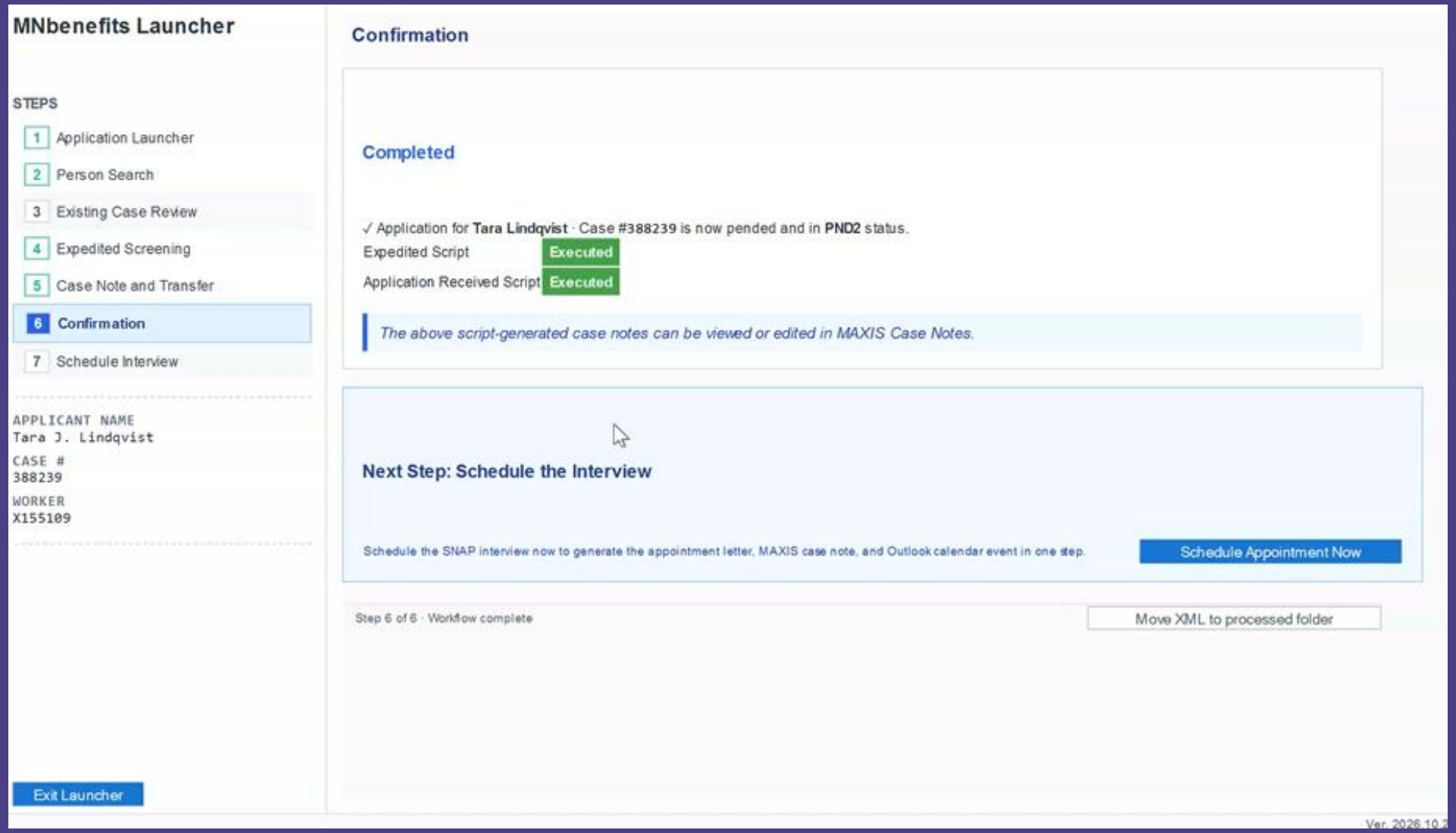

Alpha Testing – select Appointment Date/ Time

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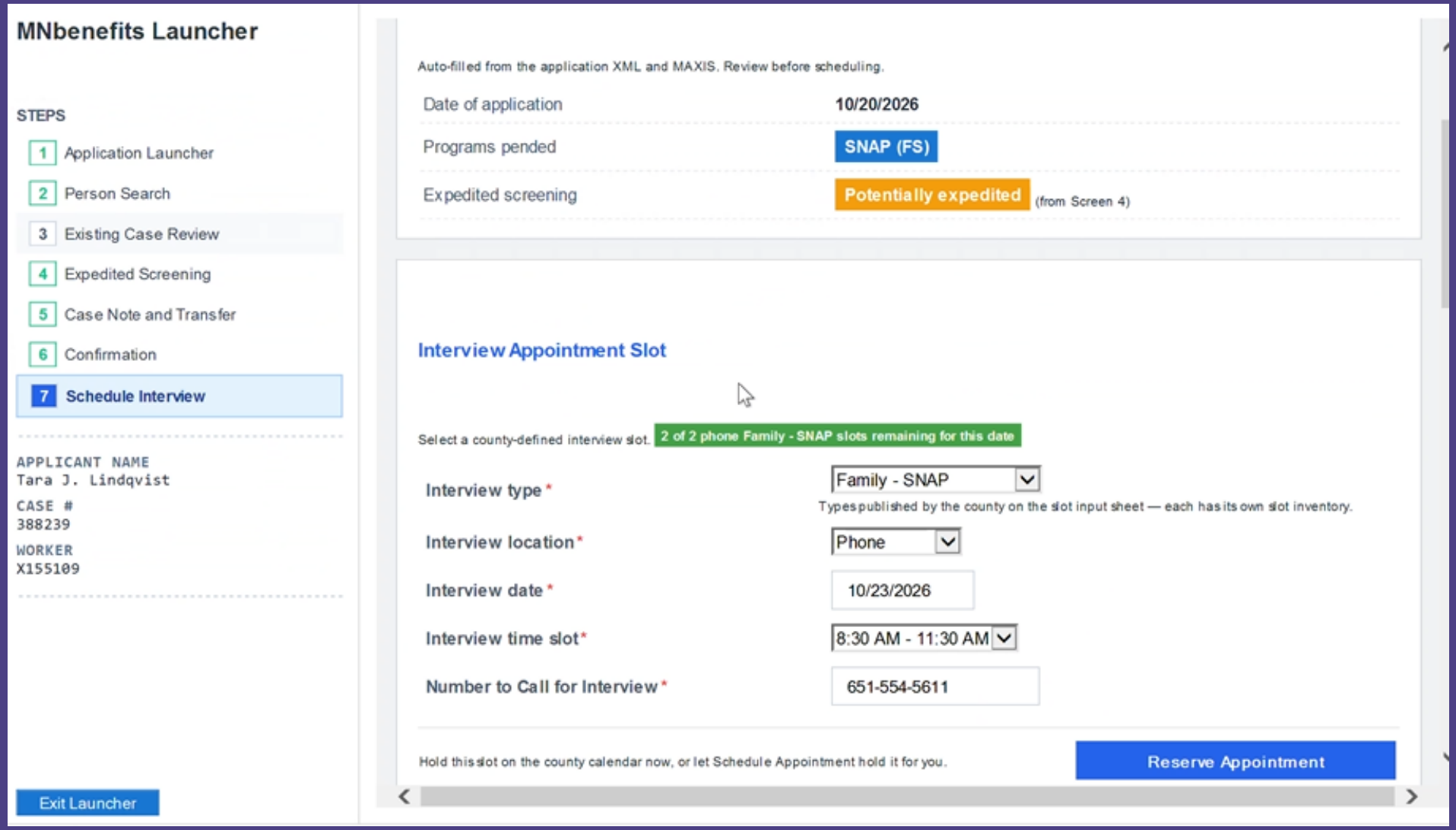

Alpha Testing – Interview Reserved, Client & Case Notes

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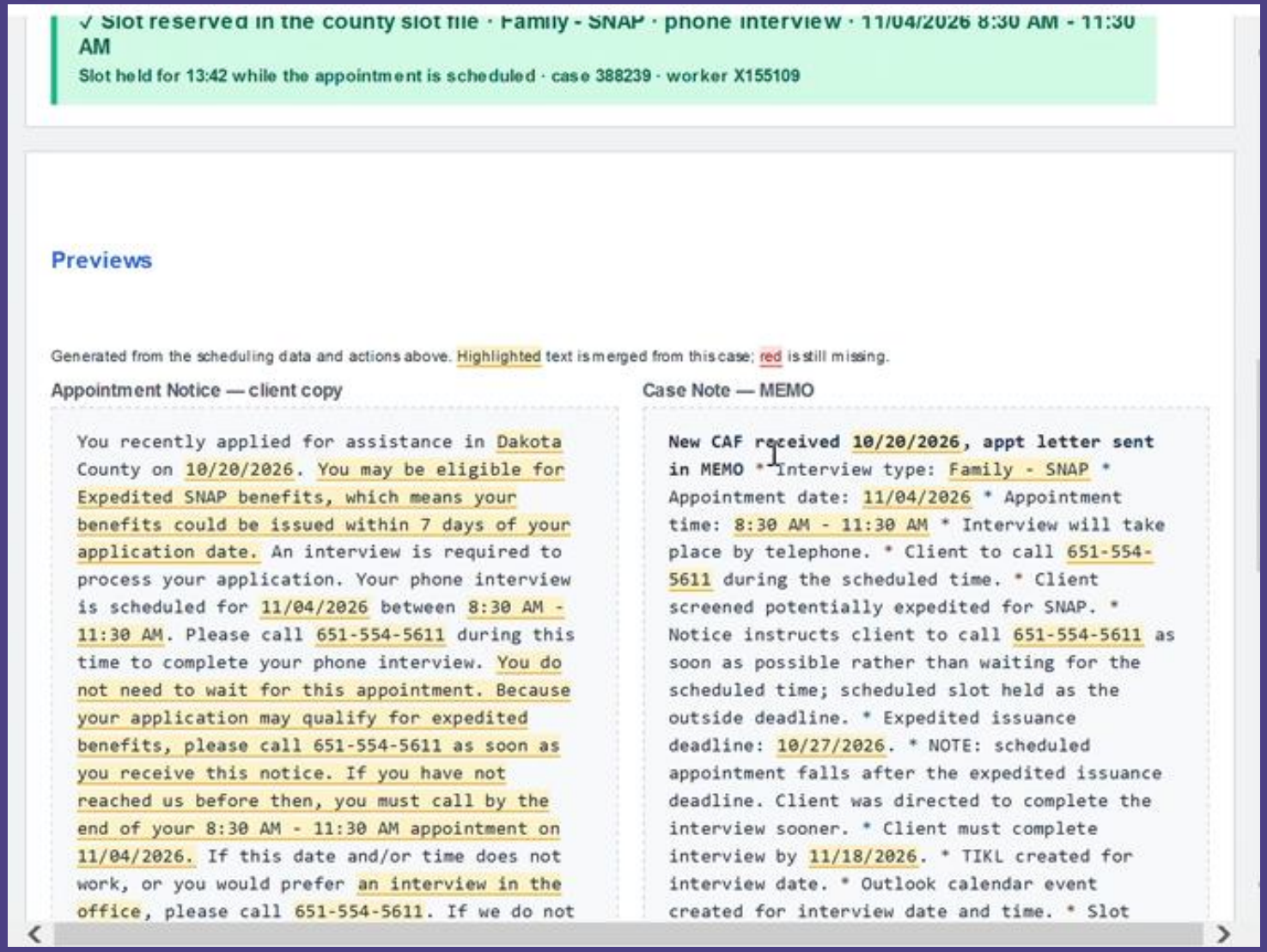

Alpha Testing – Quick Actions, Save to Calendars

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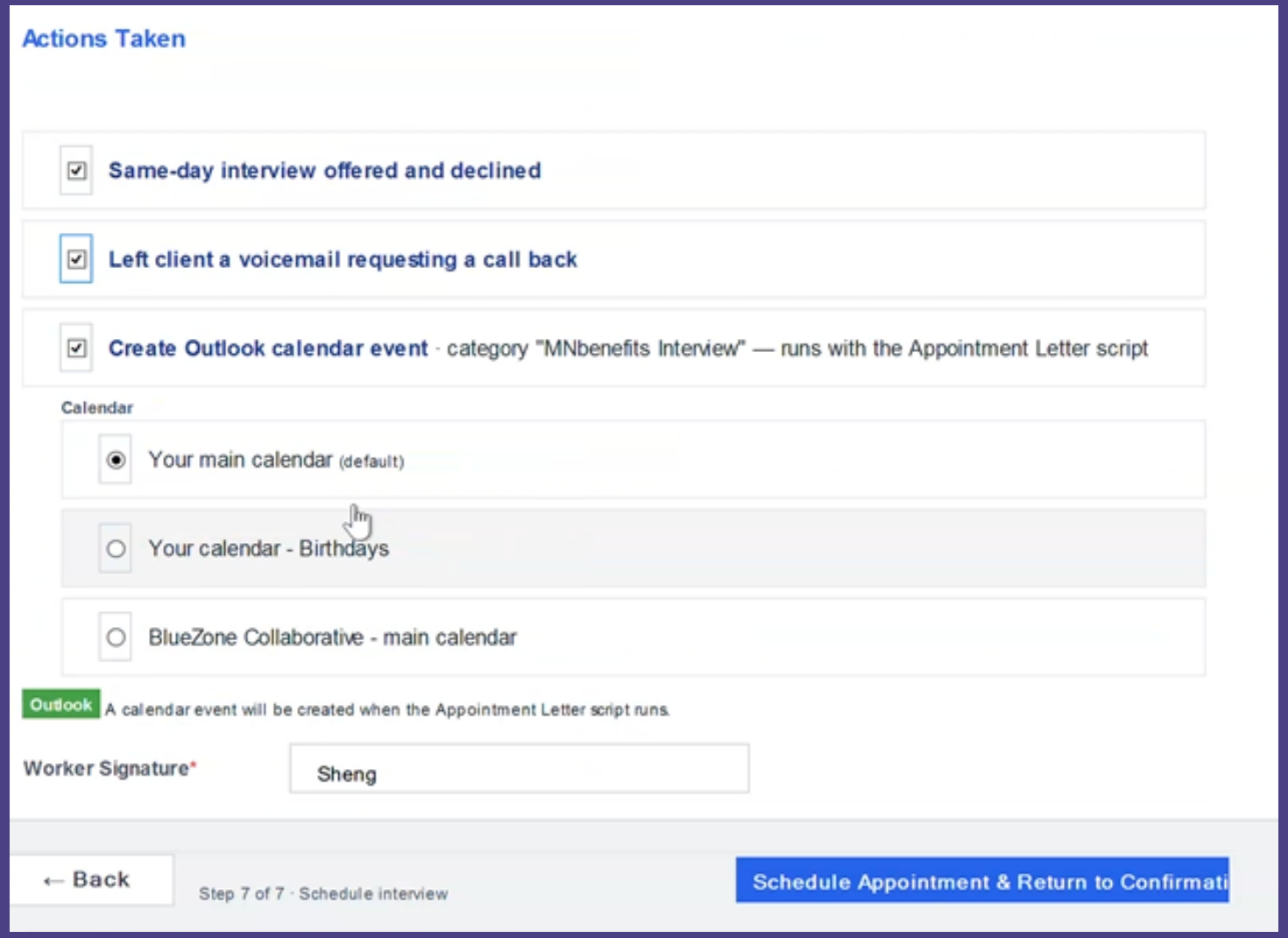

Wire Frame – Interview Guide W/ Interview Rules Engine

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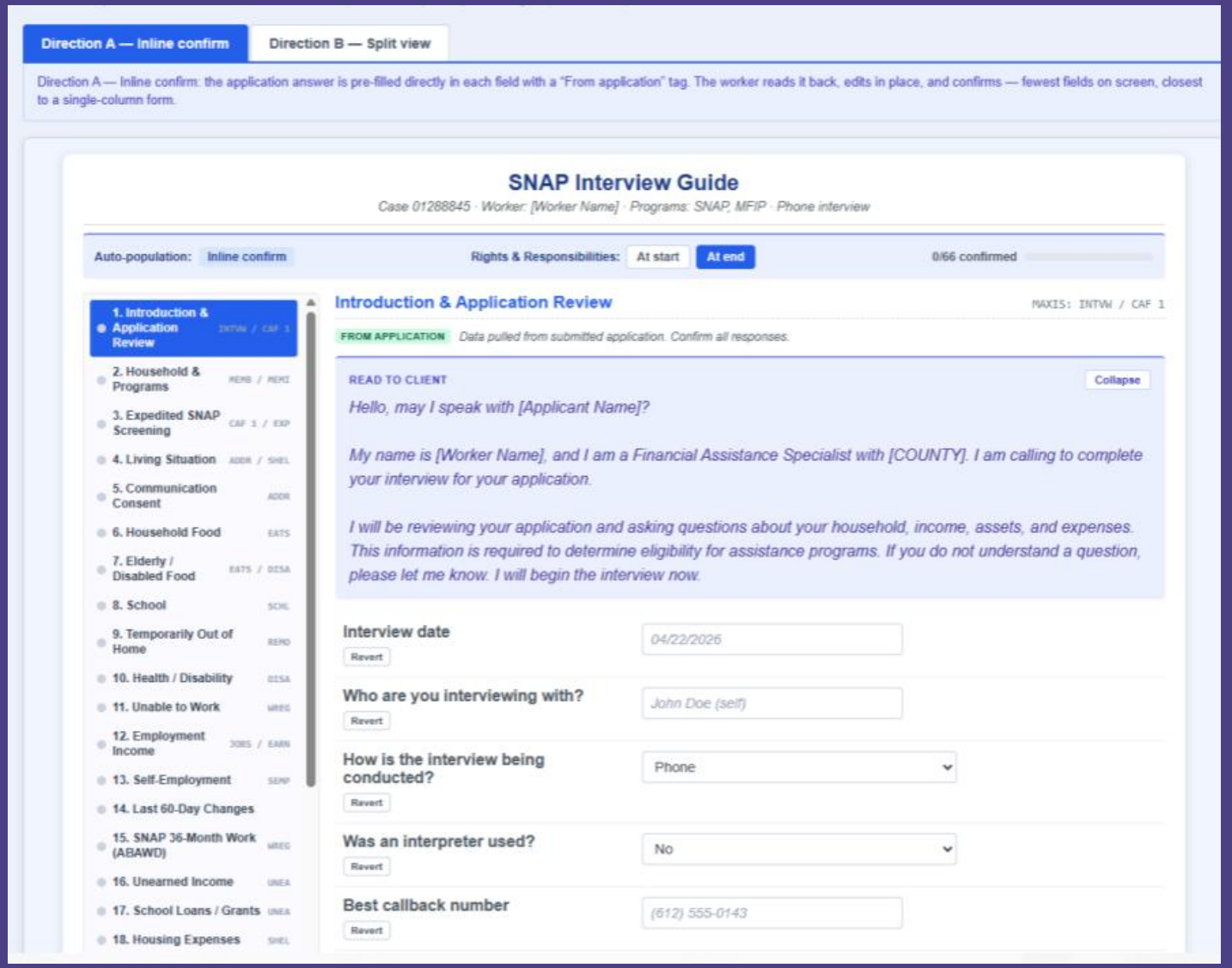

The value added by SNAP Forward and next steps

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- This approach is high value, rapid development, and low cost.
- The state has been involved in meetings and assisting with XML expansion, and policy expertise.
- The state continues to iteratively develop M2M. Technology stack remains unclear. Original plan was a deliverable in July.
- When asking the state to adopt SNAP Forward or to merge with the M2M and SNAP Forward, we have met resistance.
- Recommend resource SNAP Forward for immediate wins and refocus M2M as long term strategy.



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THANK YOU!



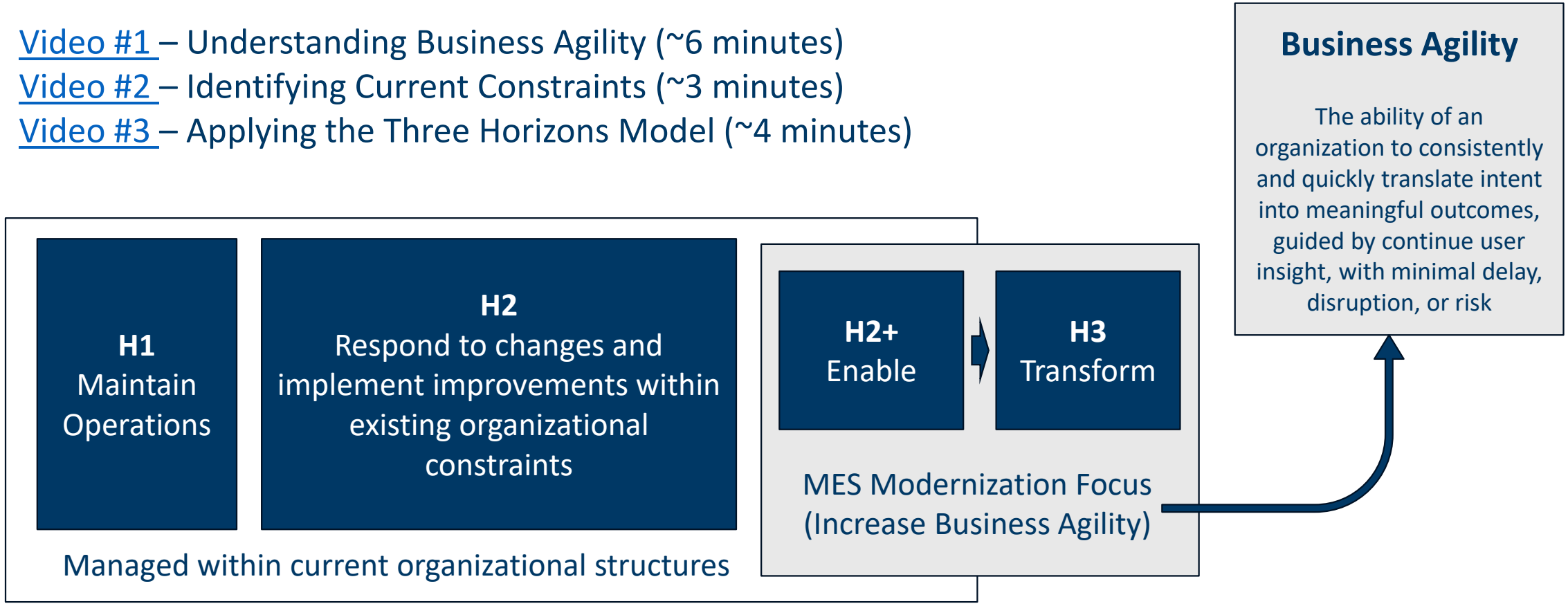
HSSMAC

Medicaid Enterprise System (MES) Modernization Strategy

Background Materials

Three background videos were distributed to attendees in advance, setting the stage for **the Three Horizons Framing** and positioning MES Modernization as focused on H2+ and H3 work

Video #1 – Understanding Business Agility (~6 minutes)
Video #2 – Identifying Current Constraints (~3 minutes)
Video #3 – Applying the Three Horizons Model (~4 minutes)



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Agenda





MES Modernization Strategy Background



The Elephant in the Room



What Makes MES Modernization Different



Near-Term Value: Policy Inquiry Initiative



HSSMAC Strategic Engagement

What is MES Modernization?

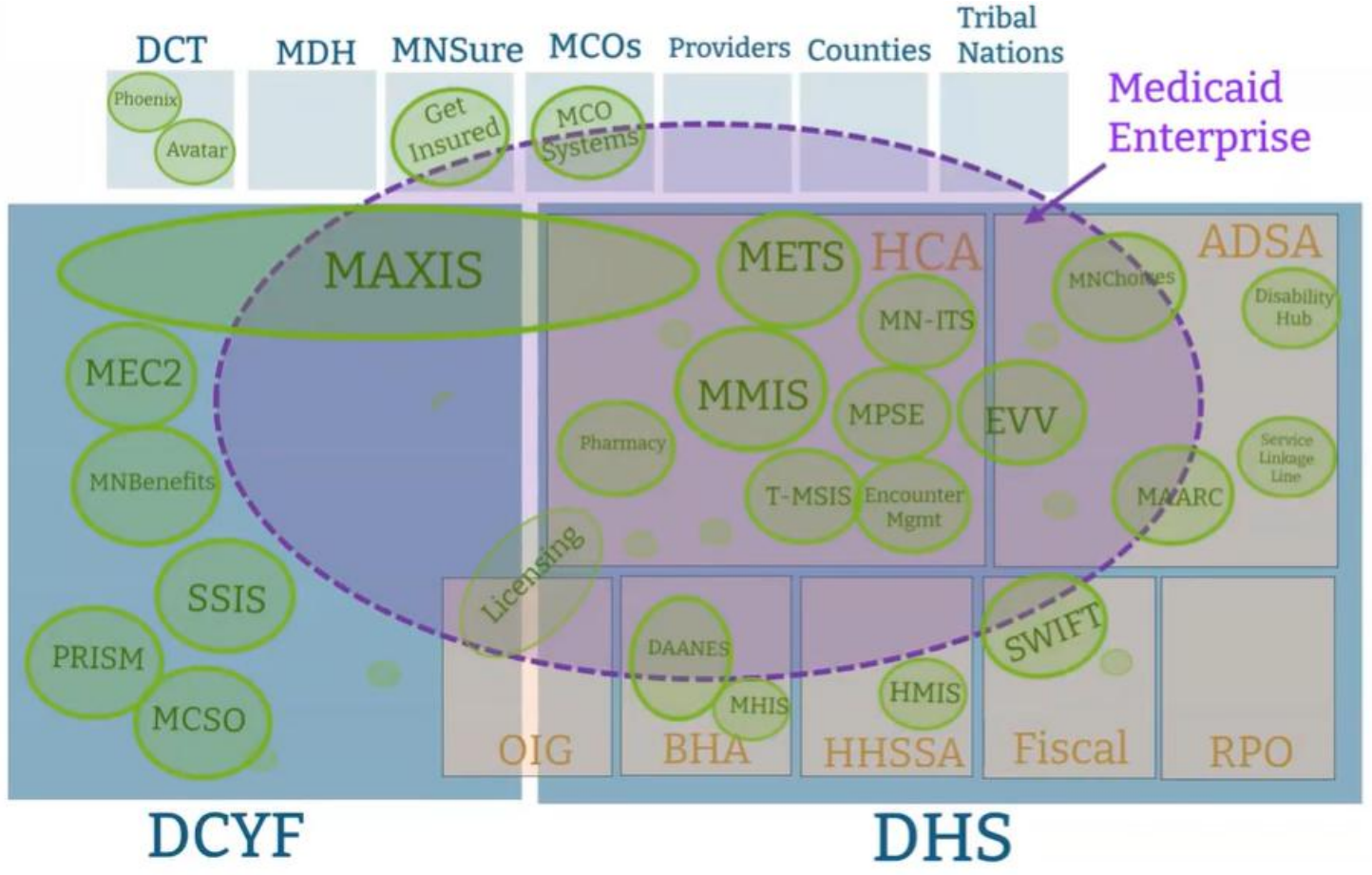
The designated program responsible for improving the systems and capabilities that support the Medicaid Enterprise

MES Modernization spans business functions across each DHS administration, DCYF, and multiple external partners including counties and Tribal Nations

The **Centers for Medicare & Medicaid Services (CMS)** sets federal requirements, reviews state technology investment plans, and provides enhanced federal funding for qualifying, approved work. State Medicaid Agencies plan and deliver modernization within that framework.

[CMS funding and modernization guidance]

https://www.medicaid.gov/federal-policy-guidance/downloads/smd16009.pdf



MES Modernization Strategy: History Recap

Foundational Hypothesis: Nationwide, traditional MES modernization efforts at State Medicaid Agencies are failing to deliver results for states. A different approach is needed.

- **Root-Cause Assessment**
- **Guiding Approach Tenets → Leadership Retreat**
- **Action Plan Development**
- **RFI Validation**
- **H3 Discovery Phase Not Authorized**
- **Current Focus – Near Term Value (H2+) / Continued Strategy Engagement (H3)**

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*Focused on **Root Cause Challenges** preventing successful Modernizations*

1. **Decades of organizational debt** that make change difficult.
2. **System-driven investments** that often add to that debt

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Guiding Approach Tenets → Leadership Retreat

Action Plan Development

RFI Validation

H3 Discovery Phase Not Authorized

Current Focus – Near Term Value (H2+) / Continued Strategy Engagement (H3)

Confirmed during a strategic leadership retreat:

1. **Validation** of the challenges
2. **Acceptance** of the strategic guiding tenets
3. **Identification** of a starting point – ***Medicaid Eligibility &Enrollment***
4. **Authorization** of an action planning team

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Collaborative and inclusive strategic planning



Outcome-Focused Action Plan
Procurement "Bake-Off" Strategy

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Question: *Interest in a bake-off? Feedback on the approach?*

130 Responses

Answers: *Yes, very positive feedback*

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Decision memo *drafted seeking DHS approval to launch the innovation phase*

Timing coincided with ***many urgent priorities, limiting capacity*** *to mobilize and launch discovery efforts*

H3 Strategy work paused *- team asked to* ***evaluate lower stakes alternatives***

MES Modernization Strategy: History Recap

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Action Plan Development

RFI Validation

H3 Discovery Phase Not Authorized

Current Focus – Near Term Value (H2+) / Continued Strategy Engagement (H3)

Shifted focus to H2+

*Developed a framework for **horizon classification** and H2+ **prioritization***

*Gathered a H2+ **opportunity list***

*Facilitated a **collaborative rating exercise** to evaluate H2+ opportunities on the dimensions of **impact** and **feasibility***

*Received **DHS executive approval** to launch MES Modernization discovery on **policy inquiry***

***Remain mobilized** to support **H3 transformation strategy efforts,** when re-started*

The Elephant in the Room

Our MES Modernization Strategy planning story is not unique



Limited capacity for transformational change

Most team and leadership capacity is committed to sustaining current operations and responding to urgent needs.

This leaves limited capacity for proactive improvements. Near-term demands often take priority over changes that could reduce recurring problems and create capacity for the future.

The Elephant in the Room

The Legislative Advisory Commission asked about transformation



We can do these in parallel

- Improve current systems (H2)
- Deliver enabling capabilities (H2+)
- Launch future-state discovery (H3)

Decide Intentionally – Manage Differently

H2+

Offloading Debt and transitioning to the future



Transformation Strategy (H3)

Dedicated room to grow a new, unencumbered initiative – a strategic "baby elephant" given real space to develop, rather than squeezed into existing organizational constraints.



MES Modernization Focus:
Experiment to learn the best paths to the future-state by focusing on outcomes

Traditional Focus:
Decide on a solution before knowing what is needed for the journey

What Makes MES Modernization Different

Three mindset shifts for transformation (H2+ and H3)

	Traditional		MES Modernization
DEFINE SUCCESS DIFFERENTLY			
Scope Definition	Systems / Solutions	→	**Outcomes / Business Use Cases**
Remains Flexible	Quality / Outcomes	→	**Systems / Solutions**
Strategy	Execution focused	→	**Transformation focused**
WORK DIFFERENTLY			
Discovery Approach	Years of analysis before choosing	→	**Bake-off – test multiple solutions with real users**
Learning Stance	Need to know all things up front	→	**Learn through discovery before scaling**
Solution Decisions	Made by leadership	→	**Made by those closest to the work**
Collaboration	Occurs within silos, requires facilitation to span organizational boundaries	→	**Occurs fluidly across organizational boundaries, in service of outcomes**
Transparency	Information provided upon request, need based	→	**Share decisions, progress, tradeoffs, and lessons learned openly**
MANAGE DIFFERENTLY			
Funding	Project-based, fixed scope dollars	→	**Evergreen – funded by value, scaled dynamically**
Completion Dates	Pre-defined milestones	→	**Milestones informed by demonstrated readiness, value, and risk**
Performance Management	Activities completed, milestones met	→	**Value (outcomes / cost) determines whether we continue, adjust, or stop**

Near-Term Value: Policy Inquiry Initiative

H2+ INITIATIVE — POLICY INQUIRY DISCOVERY

H2+ Policy Inquiry Capability - Prioritized

Outcomes

- Faster Policy Research
- Reduced Administrative Burden and Rework
- Increased Worker Confidence and Capability
- Stronger Policy Governance and Continuous Improvement
- Faster Worker Onboarding and Time to Proficiency
- More Accurate/Consistent Eligibility Decisions
- Faster Client Access to Benefits

County Priority #2

CENTRALIZED AI-ENABLED POLICY AND PROCEDURES MANUAL REPOSITORY RUN BY STATE WITH ABILITY TO QUERY

Description:

Provide counties ability to access all relevant state policies and procedures.

Include county ability to access with local AI tools to improve local reporting and to combine with local procedures through interfaces consistent with other county usage.

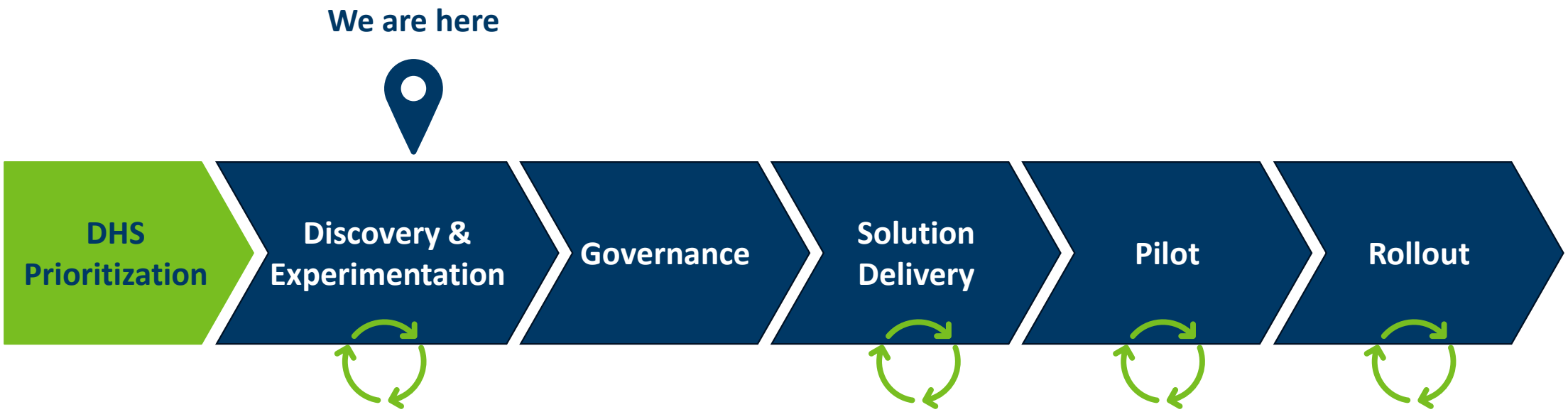
Include an option for counties to access through the state with state provided AI tools.

Impact:

Major Impact
- Improving Error Rates
- Improving Worker Experience
- Reducing Worker Training
- Improving County Worker Training, Coaching, and Onboarding

Near-Term Value: Policy Inquiry Initiative

H2+ INITIATIVE — POLICY INQUIRY DISCOVERY



Near-Term Value: Policy Inquiry Initiative

H2+ INITIATIVE — POLICY INQUIRY DISCOVERY

Option	Production Viability Status	Prototyping Status
MNIT – Nebula One	In Production	✅
MNIT – Databricks	On Path to Production	-
Vendor POC #1	-	✅
Vendor POC #2	-	✅
Vendor POC #3	-	✅

Near-Term Value: Policy Inquiry Initiative

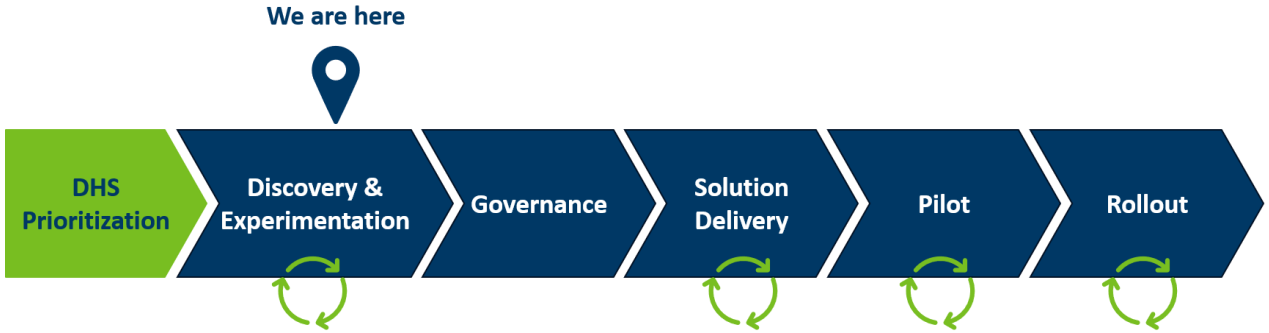
H2+ INITIATIVE — POLICY INQUIRY DISCOVERY

Option	Production Viability Status	Prototyping Status	Outcome Achievement Status
MNIT – Nebula One	In Production	☑	?
MNIT – Databricks	On Path to Production	-	-
Vendor POC #1	-	☑	☒
Vendor POC #2	-	☑	☒
Vendor POC #3	-	☑	**In Progress**
Vendor POC #4	-	☑	**In Progress**
Vendor POC #5	-	☑	**In Progress**

POC Prototype pivot – increased focus on information management

Near-Term Value: Policy Inquiry Initiative

H2+ INITIATIVE — POLICY INQUIRY DISCOVERY



Next steps

- End-user engagement with prototype options – include options being evaluated by other business areas
- Iterate and confirm information management requirements
- Secure end-user buy-in from all interested parties
- Learn, pivot, and adjust until a path to outcome improvement is clear
- Governance submission

HSSMAC Strategic Engagement

KEY QUESTIONS FOR THE COUNCIL

01 How ready does the council think we are to try something new?

02 What is needed to incorporate the presented mindset shifts?

03 How do you see the MES Modernization transformation strategy fitting into your goals?

04 What would members like us to bring back for a future discussion?

DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES

DCYF & DHS - Federal Engagement and Approval Processes

Federal Funding for IT Development & Operations

	SFY 2026 Systems Expenditures	Federal Share	Federal Share Percentage
Dept. of Children, Youth, and Families	$113 million	$56 million	50%
Dept. of Human Services – Development	$42 Million	$34 Million	82%
Dept. of Human Services – Operations	$340 Million (Budgeted)	$208 Million	61%

Minnesota relies on federal reimbursement for sustainable IT development and operations

State and Federal Responsibilities

State Responsibilities	HHS and Program Offices
Propose cost-effective systems solutions.	Set standards for systems and for document approval.
Implement systems that meet Federal and State programmatic requirements	Review and approve or disapprove State submissions.
Achieve maximum practicable competition	Provide Federal Financial Participation
Set system and program performance goals in terms of costs and benefits.	Ensure performance progress against projected costs and benefits.
Measure performance against projected costs and benefits	Serve as information source on system initiatives across all States.
State procurement standards that govern systems procurements that apply to projects not funded with FFP as well as those projects receiving matching FFP.	

Source: https://acf.gov/sites/default/files/documents/ocse/apd_guide_2.pdf

Federal Match Rates for Benefitting Programs

State Lead Agency	Program	Federal Matching Rate	Federal Agency
DHS	Medicaid	90/75/50%	Centers for Medicaid & Medicare (CMS)
DHS	CHIP	69%	Centers for Medicaid & Medicare (CMS)
DCYF	TANF	50%	Administration for Children & Families (ACF)
DCYF	SNAP	25%	Food & Nutrition Administration (FNA)
DCYF	IV-E Foster Care	50%	Administration for Children & Families (ACF)
DCYF	IV-D Child Support	66%	Office of Child Support Enforcement (OCSE)
DCYF	Child Care Development Block Grant (CCDF)	100% up to a cap	Administration for Children & Families (ACF)
DHS	Refugee Assistance	100%	
DCYF & DHS	State Programs*	0%	

Advanced Planning Documents (APD)

- Many major development and modernization efforts require an Advanced Planning Document (APD)
- Three primary purposes of the APD process are to:
    1. Describe in broad terms the State's plan for managing the design, development, implementation, and operation of a system that meets Federal, State, and user needs in an efficient, comprehensive, and cost-effective manner;
    2. Establish system and program performance goals in terms of projected costs and benefits; and
    3. Secure Federal Financial Participation (FFP) for the State.

APD Types

Types of APDs

1. Planning (PAPD) – Used for feasibility studies, alternative analysis, and assessments
2. Implementation (IAPD) – Used for design, development, and implementation
3. Operational (OAPD) – Include to operate the system after it goes live

All types also have As Needed and Annual Updates

Current DCYF & DHS APDs

State Lead Agency	System	Activities	Federal Partner(s)
DCYF	PRISM	• Operations • Planning & Initial Incremental Modernization	OCSE
DCYF	CCWIS	• Operations • Modernization Planning Implementation	ACF
DHS	MN Eligibility Technology System (METS)	• Operations • New functionality to enhance system performance/compliance • HR-1 Implementation	CMS

Current DCYF & DHS APDs

State Lead Agency	System	Activities	Federal Partner(s)
DHS	Licensing	• Discovery, Design, and Development	CMS
DHS	MMIS	• Maintenance and Operations • Multiple efforts to plan and implement new modules	CMS
DHS	Integrated Service Delivery System	• Design & Development of multiple systems: • MnCHOICES, DCYF Mnbenefits/ISD Products, MAARC, and other integrated eligibility and enrollment work	CMS, ACF, and FNS

Examples of APD Requirements

- ✓All APDs must be approved before work can begin
- ✓All procurement documents must be approved over a certain threshold before execution or posting
- ✓Procurements must meet competitiveness principles
- ✓Regular status reports
- ✓Systems certification
- ✓12 conditions for enhanced funding (*CMS Specific*)
- ✓State match cannot come from federal funds

Timelines

APD Timelines

- Budget Collection and Narrative
- Review by stakeholders and legal
- Federal Review – 60 Days*

Major Procurement Timelines

- Approve scope in APD
- Request for Proposal – Draft, internal review, and federal review - 2-4 months
- Federal review before posting – 60 days*
- Post RFP, vendor selection, negotiate, draft and internal review – 3-6 months
- Federal Review before execution - 60 days

Federal APD Engagement

Formal an informal engagement varies by federal agency!

- Administration for Children & Families (ACF)
  - Currently meets with states 3 times per year, and then ad-hoc as necessary
- Centers for Medicaid and Medicare (CMS)
  - Frequent meetings and monthly status updates
  - State Officer helps coordinate with other areas of CMS on related topics
- Office of Child Support Enforcement (OSCE)
  - Quarterly and as needed meetings between CSD and OCSE Systems Analyst and/or Director of Tribal and State Systems.
  - Regular feedback, guidance and technical assistance from OCSE, often ahead of submitting official documents.
  - National Council of Child Support Directors Modernization committee provides a venue to collaborate with other states and lift national issues to OSCE

Maintaining an APD

- Once an APD is submitted, there state agencies continue to work with federal partners to monitor and report on it
- States must monitor the projects to ensure continued alignment with approved APD scope, timeline, and budget
- As-needed APD updates are drafted and submitted when required
- Provide regular status and budget reports

System Certification Requirements Meet Unique Needs of the Programs

A state's automated child support system must receive certification:

- Be comprehensive – e.g. address functional requirements and electronically interface with other systems.
- Operate statewide
- Meet standards of efficiency and effectiveness and the principles of an integrated system

OCSE provides a State Systems Certification Guide that describes all the requirements of an automated child support system. The guide is based on variety of federal laws and regulations for these systems.

Recertification is needed for systems modernization projects that address required functionality in the guide.

System certification for Medicaid benefitting items require:

- Operational Readiness and Certification review
- Outcomes and Metrics, continue to meet 21 Conditions for Enhanced Funding
- Ongoing Reporting after go-live that continue to meet the metrics and monthly system status reports
- Medicaid Certification Repository



Facilitated discussion on Advisory Council outcomes



Council Discussion

Next meeting: Friday, Dec. 18