From:	Kester, Tony
To:	'Steve Pelissier' <pelissier@scacog.org>
Date:	2/4/2013 8:28:26 AM
Subject:	RE: Several Miscellaneous Items

Steve,

I am in meetings most of the morning. Is there a time I could call you after 2:30 to discuss this?

Thanks.

Tony

From: Steve Pelissier [mailto:pelissier@scacog.org]
Sent: Sunday, February 03, 2013 3:09 PM
To: Kester, Tony
Subject: Several Miscellaneous Items

Tony:

In working with staff over the past week, I have identified several items I need to ask you about. For several of these, it is really just a matter of identifying the right person on your staff to follow-up with.

1. Assessments Issue. I am meeting Monday morning with the folks on my staff who are working with providers on the assessments issue. I'll be able to provide an update by the end of the day.

2. Assessments related to Transportation and Family Care Giver. My folks are asking what is needed with regard to assessments for Transportation. The FCG folks are saying that the current form does not work especially well for their program. IIs there a new FCG assessment form in the works? Who do I talk to for assessments related to each of these programs?

3. Assessments after June 30th. Am I correct that starting in July, we will no longer use the contractors to complete the assessments – or, with the delay in solicitation for services to January, will the contractors continue doing the assessments through December? Is there anyone who can provide us with guidance on establishing a new assessment process?

4. Contract Extensions. It is my understanding that we will be conducting procurement in the fall for new contracts to begin in January, right? Therefore, I assume that before too long, we will need to develop contract extensions with current providers, right? Process-wise, do we need to run those extensions by someone in your office prior to execution? Who is the person who is over that in your office?

5. Social security numbers for clients, beneficiaries, and sign in sheets. Following the DOR data breach, are we supposed to be getting ss numbers at this time?

6. SHIPtalk, data submission for contacts and outreach events, documentation. Following recent events, my benefits counseling staff would like specific training on data input, documentation, and handling contacts. They have specific questions. Would it be possible for Gloria to come to Greenville to meet with them, as opposed to them going to Columbia in order to not have the entire staff out of the office for the majority of a day?

7. Monthly and quarterly reports. I know there is I-Care, Access, and SARTS. Is Gloria the person I would talk with to get a comprehensive sense of monthly, quarterly, and annual reporting requirements? If not, who would that person be?

8. GIA Analysis of services, facilities, beneficiaries, and clients. One of my GIA analysts recently completed an analysis

for the Aging program and is asking me what to do with it? Is that for the Area Plan, or is there something more specific for that report?

9. Area Plan. Who do I talk with to find out requirements, time-frames, anything related to this that is coming up in the short-term?

10. Pickens Seniors Unlimited. They have asked me to come to their Board Meeting Tuesday evening to give them advise. Essentially, they are broke. Do you, or does anyone on your staff, have knowledge of their situation that would be helpful to me?

Please feel free to respond by e-mail – or, if it would be better to talk, please let me know of a good time to give you a call.

Thanks, for your help.

Steve