

Meeting Agenda: Minnesota Eligibility Technology System Executive Steering Committee

May 27, 2025

10:30 a.m.-12 p.m.

Location: Room #2308, Minnesota Senate Building, 95 University Ave. W., St. Paul, MN 55155

Agenda

Call to Order & Welcome

Facilitator - Jon Eichten

Dave Greeman, (DHS) - called the Minnesota Eligibility Technology System Executive Steering Committee meeting to order at 10:33 a.m. The following ESC members were present: Co-chairs Dave Greeman (DHS) and Jon Eichten (MNIT), Libby Caulum (MNSure), Marian Potter (MNSure), Dustin Letica (MACSSA), and Mike Wright (MNIT). Others in attendance included: Jackie Hippen, Brian Sittarich, Troy Kingore, and Terry Okeefe.

The quorum for the meeting was met and Dave reviewed the meeting agenda.

Administrative Items

Minutes

The first item of business was the approval of the minutes from the February 25th meeting; Dustin made a motion to accept the minutes as written, and Libby seconded the motion.

Vote:

Dave Greeman (DHS) - Aye

Dustin Letica (MACSSA) - Aye

Libby Caulum (MNSure) - Aye

Marian Potter (MNSure) - Aye

No members opposed.

The motion passed. The minutes from the February 25th meeting were approved.

METS Financial Update

Presenter - Jackie Hippen

SFY25 Q3 METS ESC Report

Jackie Hippen, Director of Enterprise Planning and Administration at MNIT Services, presented the METS fiscal report for the quarter ending March 31, 2025, a joint effort by the ESC budget workgroup, including DHS, MNIT, and county partners. The three-page report includes an introduction, a four-year overview, and a detailed quarterly summary for FY2025. The primary focus was on FY2025 expenditures through Q3 and projected year-end balances.

The development budget of approximately \$29.8 million includes \$18.5 million for the federally funded APD and \$11.3 million for MNSure-specific development related to qualified health plans. APD funding reflects a blend of two federal fiscal years, while MNSure-specific

development is fully funded by MNsire. Operational funding for FY2025 totals about \$45.5 million, increased from the previous quarter to support METS adjustments for the Paid Family and Medical Leave project.

For FY2025, development spending is projected at \$23.4 million, with a \$4.4 million APD underspend due to both lower-than-expected resource needs and project delays. Mentor development is expected to underspend by less than \$2 million, with funds to be carried into FY2026. Operational spending is on track to reach 88% of budget, with a portion of the remaining balance, approximately \$800,000, related to fiscal note work that will continue into FY2026. Additional administrative adjustments, including an \$855,000 credit to Minute, were also noted.

Following the presentation, Jackie Hippen opened the floor for questions. As there were no questions from committee members, a motion to approve the FY25 Q3 METS ESC Financial Report was made by Dustin and seconded by Libby.

Vote:

Dave Greeman (DHS) - Aye

Dustin Letica (MACSSA) - Aye

Libby Caulum (MNsire) - Aye

Marian Potter (MNsire) - Aye

No members opposed.

The motion passed. The FY25 Q3 financial report was approved.

METS IT Program Status Update

Presenter - Brian Sittarich

The meeting commenced with a formal introduction by Brian Sittarich, Program Manager for METS at MNIT @ DHS and MNsire, who recognized the efforts of the METS team, including Troy Kingore and Terry O'Keefe, for their contributions to the presentation and technical support. The agenda was divided into three primary sections: approval requests, METS updates, and standing topics.

Approval Requests

There were no outstanding approval requests requiring the METS ESC's attention.

METS Updates

There were no changes to the composition or membership of the SGG. No new projects were added to the METS portfolio, and no projects have been activated since the previous meeting. However, MNIT identified two significant enterprise infrastructure initiatives, LoginMN and Azure, both scheduled for deployment in June and July of 2026. These initiatives are being closely monitored due to their potential to impact METS resource capacity.

An update was provided on the Qualified Health Plan Eligibility System Transition Project, also known as QEST. The deployment date for this project has been confirmed as June 26,

2026. MNsure extended its appreciation to the committee for their support of its modernization initiatives, particularly the QEST project.

Standing Topics

METS State Fiscal Year 2025 Roadmap

The roadmap now aligns with the State Fiscal Year in order to better support financial tracking and reporting. Projects are displayed by status and expected end date. Six project updates were highlighted, each marked with a red delta symbol. These changes included revised end dates for Continuous Eligibility for Children, Minnesota Paid Leave METS, MinnesotaCare for Noncitizens Not Lawfully Present, Expansion of Medical Assistance for Former Foster Care Youth, and QEST. Additionally, the Architecture Planning and Middleware Upgrades project will pause after its August 2025 deployment and is expected to resume in July 2026 to avoid conflict with enterprise initiatives.

Rolling Deliverables for New Development Projects

The deliverable schedule provides a rolling view of project status by release timeframe. Key updates included Minnesota Paid Leave METS progressing from planning to in progress status for three upcoming releases and moving to preliminary status for the Fall 2026 release. MinnesotaCare for Noncitizens Not Lawfully Present advanced to firm status for the Spring 2025 release, while its later phase moved to preliminary status. A new Winter 2026 release timeframe was introduced with an expected deployment in February 2026.

Rolling Deliverable Schedules - Ongoing/Annual Work

Three updates were noted for ongoing and annual projects. The Middleware Upgrades project was placed on hold following its Summer 2025 deployment. The METS Input Group will not deliver any items in the first two quarters of State Fiscal Year 2026 due to capacity constraints. However, work has already been identified for the Winter 2026 release.

Release Timeframes:

The **Winter 2025** release, deployed on February 23, 2025, included four system enhancements led by the METS Input Group. These focused on task and notice updates.

The **Spring 2025** release is scheduled for June 15, 2025, and remains unchanged. It includes the HCCS IVR Phone System, updates for the MinnesotaCare NNLP population, and eleven enhancements from the METS Input Group. This release also benefits from the reintroduction of minor release sequencing, allowing for the delivery of high-priority enhancements.

The **Summer 2025** release, scheduled for August 17, 2025, includes the final phase of the Continuous Eligibility for Children project. This phase will enable override functionality for workers and extend eligibility features for Former Foster Care youth aged 18 to 20. Additional projects in this release include updates related to TEFRA and infrastructure upgrades for the middleware platform. M and O enhancements from the METS Input Group are also included.

The **Fall 2025** release has shifted from an October to a December deployment to accommodate Minnesota Paid Leave METS and MinnesotaCare NNLP. It will also include enhancements from the METS Input Group.

The **Winter 2026** release is scheduled for February 2026 and will include multiple system performance and user experience improvements. Work from the METS Input Group will be central to this release.

Stoplight Status of Projects:

The final portion of the meeting covered the Stoplight Status Report as of May 19, 2025. Of the eight ongoing projects, six are in green status, one is in yellow, and one is in red. The red-status project, Expansion of Medical Assistance for Former Foster Care Youth, is experiencing schedule delays. Although Joint Application Development sessions have begun, the project team must still finalize decisions related to scheduling, funding, and staffing. The Get to Green Plan includes finalizing estimates and determining solution options to enable a revised project timeline.

New Business

Dave Greeman provided an update on the DHS METS APD (Advance Planning Document) submission process:

- DHS has been in discussion with partners (counties, tribes, and internally) regarding APD priorities.
- Considerations include alignment with DHS's vision for eligibility and enrollment, capacity constraints, and parallel efforts such as MNsure's QEST project and Paid Family and Medical Leave integration.
- The Integrated Human Services Executive Steering Committee (I-ESC) will meet the following day to finalize recommendations. Among the projects under consideration are:
 - Enhancements to eligibility functionality in METS (e.g., special case handling for future pregnancies)
 - Improvements to cancellation notices
- While DHS anticipates drawing down a significant portion of its METS SDT fund balance, capacity limitations will influence the final project slate.
- Federal legislative developments (e.g., work requirements, more frequent eligibility checks) may also result in future IT system demands.

No questions were raised in response to the update.

Public Comment

The floor was opened for public comments. No comments were received.

Adjourn

The next METS ESC meeting is expected to be held August 26, 2025, at 10 a.m.

Dave adjourned the meeting at 11:06 a.m.