

CAP Agency Admin Call-Notes
Wednesday February 6, 2019
2:00pm (CST)

Attendance

Region 1:

Region 2: Janet Kosmicki, Ana Wheeler, Teresa Hofts (CNCAP)

Region 3: Tammy Jeffs, Sara Frias (CAP of Mid)

Region 4: Kristin Vaughn (Blue Valley)

Region 5: Krista Heineman (NENCAP)

Region 6: Ciara Alvarez (CAPLSC)

Lincoln/Others: Jon Benjamin

Notes

- New agenda format for this call moving forward. CAP of Nebraska will be putting the agenda and notes on their website.
 - Since Janet is retiring this week, Sara Frias (CAP of Mid-NE) will be doing notes for this call.
- CSBG Report
 - CSBG Module 2 & 4 Smart Forms will be sent to Jon on Tuesday February 19th. Upon receipt Jon will get those to everyone by 19th or 20th. Deadlines is the 20th.
 - Jon is expecting everything will be due to him by the end of March. There will be a hard date later once he hears from the funder.
 - NASCSP deadline is April 30th, 2019.
 - In the past DHHS wanted to review before submitting to NASCSP.
 - Jon will send out information as he receives it.
- Problems with CSBG report?
 - Ciara noticed problem with drop down boxes not working well.
 - Any other issues email Jon.
- Reports
 - Jon has sent out goals, NPI, and all services report. Let him know if he needs to rerun them for anyone.
- Service Point
 - ART reports and Provider Admin
 - System Admins do not want people looking in Provider Admin or ART folders aside from the public folders. There is concerns of changing or editing that data.
 - CSBG assessment tab
 - For Head of House only adding “sources of income” question into Service Point to help with question 13.
 - Ciara discussed non-cash and income.