



## CAP Agency Admin Call-Notes

Wednesday June 5<sup>th</sup>, 2019  
2:00pm (CST)

Submitted by Jon Benjamin

### Attendance

Region 1: Bonnie Beckstrom (NCAP)

Region 2: Janet Kosmicki (CNCAP)

Region 3: Sara Frias (CAP of Mid)

Region 4: Kristin Vaughn (Blue Valley)

Region 5: Krista H (NENCAP)

Region 6: Ciara Alvarez (CAPLSC)

Lincoln: Jon Benjamin (CAN)

Omaha:

### Notes

#### Service Point Password Reset and End Users Email Addresses

- This is something new on the Service Point log in page. The end user simply clicks on “forgot password” and an email is sent with the appropriate prompts. Please make sure all Agency Admins are having their end users double checking their email and office phone number. This can be found by logging in and clicking on the “gear” next to their name.
- Jon has also thought about doing an email to the Agency Admin’s when their end user does this in case their email does not work.

#### Tracking WellCare Clients in Service Point

- Question was raised how to track Wellcare people in Service Point. Mid hand counts theirs for their smaller programs. CNCAP utilizes a CSBP assessment Jon had set up. If Medicaid is marked a second

drop down comes up to let you write who the provider is. Reports can then be run on that data field. Jon will get that added to NENCAP and if any other agency needs this added let him know.

#### New SSVF DQ Reports

- When Jon gets the report there is no file name just fields and numbers. Working on making this better. Jon was asking if people still want Jon's report or the VA report. It was decided on the call to still receive Jon's report as well.

#### ROMA Taskforce

- This is being held on June 11-12<sup>th</sup> at the ESU in Kearney.
- Agenda and hotel rooms are arranged by Cid at CAN. Agendas were already emailed out.
- Bring a laptop to the meeting. It will be hard to look at on a big screen. The idea is look at how each agency counts services. Jon would like to consolidate this across all agencies to make things more uniform. This is a great opportunity to see how others are doing similar things.

#### Open Discussion

- Community Action Plan changes. This was a word document and now it's excel. Small discussion was had about this.

~Minutes prepared by Sara Frias, CAP of Mid-NE.