



STATE OF ARKANSAS  
**Department of Finance  
and Administration**

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December 22, 2020

Ms. Victoria Evans, DrPH, MPH  
58 Tallyho Lane  
Little Rock, Arkansas 72227

RE: Advisory Opinion No. 2020-13

Dear Ms. Evans:

This letter is in response to a written request for an advisory opinion pursuant to Ark. Code Ann. § 19-11-715(b) which was sent to me in an email correspondence that I received on October 27, 2020, *see* Attachment A, regarding the application of the one-year restriction and the permanent disqualification statutory provisions to your current employment role as a result of your previous employment responsibilities with the Arkansas Department of Human Services (DHS).

This opinion is based upon the following facts that you have presented to me and upon which I am relying. It should be noted that if one or more of these facts are later shown to be incorrect, that could result in a revised opinion.

1. You were employed by DHS from November 2017 to September 28, 2019;
2. From November 2017 to January 2019, you served as the Assistant Director for Quality Assurance for the Division of Provider Services and Quality Assurance (DPSQA);
3. From February 2019 to August 2019, you served as the Deputy Director for DPSQA;
4. From August 2019 to September 2019, you served as an Assistant Director for Quality Assurance in DPSQA;
5. In your role as an Assistant Director at DPSQA, for both time periods, you supervised a small management staff, which staff managed a variety of programs and services that included: Incident and Accident Reporting Unit, LTSS Background Check Unit, Nursing Assistant Training Program Unit, Nursing Home Administrator Licensure Unit, Part VI-B Individuals with Disabilities Education Act Monitoring Unit, Independent Choices Program Unit, and the Choices in Living Resource Center;
6. The management staff that you directly supervised managed their own staff as well as programs, services, contracts, and grants;
7. Any direct involvement that you had with these programs, services, contracts, and grants pertained to advising management staff on the DPSQA Director's recommendations and guidance;

8. As a member of the division's leadership team, you followed the DPSQA Director's guidance on matters related to the interpretation and application of program and department policy;
9. As a DPSQA Assistant Director, you also coordinated provider engagement and outreach activities for the division including hosting several town hall provider meetings across the state. You served as a representative of the division on a number of intra-divisional projects including process mapping for home and community-based provider licensure and certification, process mapping for reporting and tracking provider complaints, electronic visit verification, and analytics dashboard development;
10. As the DPSQA Deputy Director, you provided professional-level support to the DPSQA Director through strategic planning, analysis, technical writing, and communication with internal and external stakeholders. You assisted the DPSQA Director with 1) assessing and monitoring division needs and priorities to reduce duplication and manual processes and to create greater automation and efficiency, 2) reviewing job functions to ensure proper cross-training and development of personnel to meet the needs of the division, and 3) routinely analyzing data and reports produced by and for the various units within the division to look for trends and opportunities for process improvement;
11. On September 9, 2019, you submitted a letter of resignation to DPSQA Director Jerald Sharum effective September 27, 2019 on the basis that you had accepted the position of Director of Policy and Research at eQHealth Solutions, Inc. *See Attachment B*;
12. Pursuant to DHS Policy 1006, you disclosed the employment offer to the DHS Ethics Officer;
13. On September 27, 2019, DHS Chief Counsel David Sterling sent you a letter memorializing your conversations concerning your termination of employment at DHS and reminding you of the continuing obligations under state law with regard to employment of former state employees, specifically Ark. Code Ann. § 19-11-709, which addresses the application of the one-year restriction and the permanent disqualification statutory provisions to a current employment role as a result of a former state employee's employment responsibilities with the state. *See Attachment C*;
14. You interpreted this letter as not applying the permanent bar restriction to you;
15. You worked for eQHealth Solutions as the Director of Policy and Research from October 2019 to April 2020;
16. eQHealth Solutions is a population health management company with contracts in many states, including Arkansas. At the time of your employment, eQHealth Solutions performed prior authorizations for medical and therapy services for the Arkansas Medicaid population as a DHS contractor. You provided guidance and support to the executive leadership team regarding internal policies and procedures, business development, and state and federal Medicaid policy. You also served as the lead technical writer on new solicitations with various state and federal funding agencies;
17. In May 2020, you began working with Palco, Inc. (Palco) as the Director of Special Projects, which role 1) provides leadership in a variety of projects that span across one or more business units including business development and marketing, program management, product development, and customer service, 2) develops program policies, standard operating procedures, client outreach materials, staff training materials, and project implementation plans, 3) manages day-to-day project activities and resources, analyzes current processes for opportunities for process improvement, and serves as a

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- member of project management teams. Specifically, you have been responsible for policy and procedural documentation of systems currently not deployed for the Arkansas contract, been involved with Electronic Visit Verification projects in states outside of Arkansas, provided input to various bids and RFPs and RFIs for work in other states, and spent considerable time developing a case management module for another state;
18. Palco provides financial management services for Medicaid self-direction programs and Veterans Health Administration programs in nine states, including Arkansas. As such, Palco serves as a contractor in these nine states. In Arkansas, Palco is the recipient of two contracts overseen by the DHS DPSQA. These contracts are managed by a small team of staff that make up the Independent Choices Program Unit. The former manager of this unit reported directly to you in your capacity as an Assistant Director for DPSQA. However, during your tenure at DHS, these contracts were never procured or amended; they were renewed at the end of each contract year in both 2018 and 2019;
  19. Palco's Financial Management Services contract (#31897) was procured through the RFP process and initially awarded in 2003. This contract has been renewed at the end of every contract year, re-procured through the competitive RFP bid process, and valued at \$1.5M annually;
  20. Palco's Counseling contract (#31252) was procured through the RFP process and initially awarded in 2014. This contract has been renewed at the end of every contract year and is valued at \$3M annually;
  21. Both Palco contracts were initially awarded prior to your employment with DHS;
  22. Palco hired you for your expertise in state and federal Medicaid policy and procedures, as well as your educational background, which serves as an opportunity to provide support and assistance with complex federal programs and projects that impact both your former and current employers;
  23. On October 20, 2020, DHS Chief Procurement Officer Mary Kathryn Williams sent you and Alicia Paladino at Palco, Inc. a letter outlining the restrictions applied to former state employees in connection with contracts and contractors with the state with specific reference to Ark. Code Ann. § 19-11-709 and identifying an employer's obligations under Executive Order 98-04. Ms. Williams requested that you 1) seek an advisory opinion in regard to the application of the statutory provisions to your employment circumstances, and 2) have no involvement on Arkansas DHS contracts including, but not limited to, meetings, advice, and review. *See Attachment D*;
  24. You expressly agree that Ark. Code Ann. § 19-11-709(b)2) applies to you;
  25. You maintain that you are not a principal or agent of Palco, you do not have an ownership interest in Palco, and you do not hold an executive or board position with Palco;
  26. You assert that you have complied completely with applicable statutory provisions, you have not been involved on Palco's contracts with DHS during your one-year ban period, which period you calculate to have expired on September 28, 2020.

On November 5th, Director Jerald Sharum provided additional information on behalf of DHS, *see Attachment E*, concerning your request for an advisory opinion as follows:

27. Palco, Inc. has two contracts with DHS DPSQA.

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- a. Contract Number 4600031897 is for the Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan, and was initially entered into July 1, 2014, and expires with no further additional terms June 30, 2021.
  - b. Contract Number 4600031252 is for the Self-Directed Service Budget Counseling Support services for participants in a state plan or waiver program offering the self-directed service delivery model to Medicaid recipients in a statewide plan, and was initially entered into February 10, 2014, and expires with no further additional terms February 9, 2021. (Collectively, the “Palco Contracts”).
28. Ms. Evans’ roles during her DHS employment were Assistant Director for Quality Assurance and then Deputy Director, which positions encompassed many aspects of the Palco Contracts under her official responsibilities.
  29. One of Ms. Evans’ official responsibilities was providing administrative oversight to the Independent Choices (self-direction) monitoring unit, a unit that monitors the Palco Contracts and manages ongoing daily communications with Palco, Inc. In this role, Ms. Evans directed state action through her subordinates in the monitoring unit.
  30. Ms. Evan’s *Curriculum Vitae*, see Attachment F, states that she was a founding member of the DPSQA executive team that provided administrative oversight to the Independent Choices monitoring unit.
  31. In August 2019, Ms. Evans was the lead divisional representative of DPSQA during initial internal departmental discussions regarding the pending new procurement of these services under the Palco Contracts (due to the expiration of both contracts in 2021). During these discussions, which were conducted via email among DHS employees of various divisions, Ms. Evans analyzed the previous years of the Palco Contracts, including the services model, spending, and costs, to identify a Total Projected Cost budget for the new solicitation’s seven-year lifespan. Ms. Evans also advised and communicated with the DPSQA Director and the DPSQA CFO on the best options for how the new procurement should be structured and modeled. Specifically, with the relevant services currently being contracted in two separate Palco Contacts, Ms. Evans provided recommendations to the DPSQA Director on how to combine the services into one contract with the new procurement.
  32. Separately, in August 2019, Ms. Evans was a primary participant representing DPSQA in discussions among Palco, the Centers for Medicare & Medicaid Services (CMS), and multiple DHS divisions regarding personal care rates for individuals who receive services through those programs under the Palco Contracts where self-direction is an option (i.e.: ARChoices and Independent Choices); these discussions were conducted in response to minimum wage increases.
  33. Ms. Evans also participated in other meetings with Palco related to the Palco Contracts and contractor activities, including communicating DHS’ contractual needs to Palco, such as a CMS requirement of Explanation of Member Benefits (EOMB) in February 2019. Due to the unique nature of self-direction, these EOMB activities could not be automatically dispersed by Medicaid, leading DHS to require Palco to select 5-6% of their member population for this purpose.
  34. To further illustrate that Ms. Evans’ official responsibilities included direct administrative authority over the Palco Contracts, Ms. Evans identified herself in her CV as “the lead contract monitor for two multi-million dollar contracts assigned to the

division.” *See* Attachment F. These two multi-million dollar contracts were the Palco Contracts.

35. Ms. Evans also portrays herself in her CV as “the lead technical writer for the division for new procurements, policies, procedures and regulatory manuals.” *See* Attachment F. As such, she assisted in developing, communicating and directing plans, policies and standards for the division on new procurements and worked closely with the DHS Office of Policy Promulgation and other division staff. Much of this work did or could have impacted the Palco Contracts, as well as the new procurements for the services currently under the Palco Contracts. One such example, also identified in her CV, is Electronic Visit Verification (“EVV”), a CMS requirement for all states, which is a multi-divisional project that directly affects the self-directed services under the Palco Contracts. The EVV project is the very service that Palco initially tried placing Ms. Evans on, leading to the discussions with DHS concerning former state employees that culminated in the Request Letter.
36. Finally, the Palco Contracts themselves, in the attached contract amendments and authorization forms from 2018-2019, *see* Attachments G, H, I, J, K, and L, identify Ms. Evans as the DHS Program Representative and a point of contact with authority for approvals. Such contract amendments are inherently a procurement function, as such is defined in Ark. Code Ann. §19-11-701 (14), in that they function to renew contracts, add funding to contracts for the buying or obtaining services, and are otherwise for the purpose of contract administration.

## **I. Relevant Law**

In regard to former state employees and matters connected with their former duties, Ark. Code Ann. § 19-11-709(b)(1) permanently disqualifies former employees from knowingly acting as a principal or as an agent for anyone other than the state in connection with any contract in which the former employee participated personally and substantially through decision, approval, disapproval, recommendation, rendering of advice, investigation, or otherwise while an employee, where the state is a party or has a direct and substantial interest. *See* Ark. Code Ann. § 19-11-709(b)(1).

Another ethical restriction addresses a one-year representation restriction regarding matters for which a former employee was officially responsible. Ark. Code Ann. § 19-11-709(b)(2) provides that it is a breach of ethical standards for any former state employee, within one year after cessation of the former employee’s official responsibility in connection with any contract to knowingly act as a principal or as an agent for anyone other than the state in matters which were within the former employee’s official responsibility, where the state is a party or has a direct or substantial interest. *Id.* The latter restriction only applies for one year after cessation of the former employee’s official responsibility in connection with any contract at issue. *Id.*

For purposes of interpreting Ark. Code Ann. §19-11-701 *et seq.*, section 19-11-701 (8) defines “employee” as “an individual drawing a salary from a state agency, whether elected or not, and any nonsalaried individual performing personal services for any state agency.” “State agency” is defined in section 19-11-701 (16) as meaning “any office, department, commission, council,

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board, bureau, committee, institution, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branch of this state.”

The public policy underlying section 19-11-701 *et seq.* is to “... promote and balance the objective of protecting government integrity and the objective of facilitating the recruitment and retention of personnel needed by the state.” *See* Ark. Code Ann. § 19-11-703(a). “The policy is implemented by prescribing essential restrictions against conflict of interest without creating unnecessary obstacles to entering public service.” *Id.* The intent is to require state employees to “discharge their duties impartially so as to assure fair competitive access to governmental procurement by responsible contractors ...,” and to “... conduct themselves in such a manner as to foster public confidence in the integrity of the state procurement organization.” *See* Ark. Code Ann. § 19-11-703 (b). These statutes are a codification of, and can be understood against, the common law which forbade public officials from engaging in self-dealing in regard to contracts. *See Price v. Edmonds*, 232 Ark. 381, 337 S.W.2d 658 (1960). Taken together, then, these provisions make clear that the restrictions should not be construed in an overly broad manner that reaches beyond true conflicts of interest, but should be balanced against the legislative intent to avoid unnecessary restrictions and construed pragmatically and with common sense so as to prevent actual conflicts of interest and self-dealing.

Arkansas Code Ann. § 19-11-715(b) gives the Secretary of the Department of Finance and Administration (DF&A) authority to, upon written request of an employee or contractor and in consultation with the Attorney General, render an advisory opinion regarding the appropriateness of the course of conduct to be followed in proposed transactions.

## II. Analysis

As a threshold matter, I reiterate that I am relying upon the representations that you have presented to me and those that have been relayed to me by Director Sharum. As noted above, section 19-11-715(b) gives me authority, as the Secretary of DF&A, to issue an advisory opinion, upon written request of employees or contractors and in consultation with the Attorney General, regarding the appropriateness of the course of conduct to be followed. It does not, however, confer upon me the authority to subpoena documents, compel sworn statements, or utilize other investigative tools entrusted to judicial officers and law enforcement. Consequently, the employee or former employee, contractor and contracting agency are in superior positions to ascertain the relevant facts and, beyond doing basic due diligence in researching publicly available information, I rely upon the information provided to me in analyzing and formulating my opinions. This opinion is limited to the representations submitted to me and is withdrawn in the event that any of the material information presented to me proves to be false.

Based on the submitted information as applied to the above-cited statutory provisions, your former employment with DHS certainly classifies you as a former state employee and, given that you ended your employment with DHS on September 28, 2019, the one year statutory “cooling off” period has expired.

The salient question before me then is whether you, as a former state employee, would be knowingly acting as a principal or as an agent for Palco in connection with any Palco contract in

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which you participated personally and substantially through decision, approval, disapproval, recommendation, rendering of advice, investigation, or otherwise while an employee, where the state is a party or has a direct and substantial interest; if so, then the statutory permanent disqualification applies to you.

In reviewing the information that you have provided, as well as the information provided by Director Sharum, I note that both recitations reflect that the DIIS manager of the monitoring unit of the Palco contracts reported directly to you in your capacity as an Assistant Director for DPSQA. However, there is a significant omission of details in your outline of relevant DHS management roles compared to the specific facts characterizing your involvement in the Palco contracts provided by Director Sharum. Without belaboring the issue, the comparison between the points of view is clearly provided in the 36 paragraphs of factual representations listed above.

An illustrative example of the contrast in viewpoints is your statement that, as Assistant Director at DPSQA, “you supervised a small management staff,” “[t]he management staff that you directly supervised managed their own staff as well as programs, services, contracts, and grants,” and “[a]ny direct involvement that you had with these programs, services, contracts, and grants pertained to advising management staff on the DPSQA Director’s recommendations and guidance,” *see* Paragraph Nos. 5, 6, and 7, and Director Sharum’s statement that “the Palco Contracts themselves, in the attached contract amendments and authorization forms from 2018-2019, identify Ms. Evans as the DHS Program Representative and a point of contact with authority for approvals. Such contract amendments are inherently a procurement function, as such is defined in Ark. Code Ann. §19-11-701 (14), in that they function to renew contracts, add funding to contracts for the buying or obtaining services, and are otherwise for the purpose of contract administration.” *See* Paragraph No. 36 and Attachments G, H, I, J, K, and L.

In addition, your own curriculum vitae expressly states that, in your role as Deputy Director of DPSQA, you “serve[d] as the lead contract monitor for two multi-million dollar contracts assigned to the division”, and “serve[d] as the lead technical writer for the division for new procurements, policies, procedures, and regulatory manuals.” *See* Attachment F. These representations refer to the DHS contract documents relating to Palco, noted above, that collectively identify you as the agency representative submitting/tracking the contract, the program representative, and as a point of contact on behalf of both of the Palco contracts. *See* Attachments G, H, I, J, K, and L. Furthermore, despite your assertion that during your tenure at DHS the Palco contracts were never procured or amended, Attachments K and L clearly demonstrate that Contract No. 4600031897 was amended twice during your DHS employment, and you were identified as the agency representative submitting/tracking the contract.

Based on the submitted documentation, I am persuaded that DHS’s characterization of your management roles and responsibilities for the Palco contracts, in which the state is a party, is clearly apparent and that your participation in those contracts was both personal and substantial. Although Palco proposes to assign these state contracts to you, the statutorily mandated permanent disqualification applies to you and prohibits Palco from doing so lawfully.

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### III. Decision

Thank you for seeking my counsel. I am persuaded that, under the representations as stated above, the statutory permanent disqualification applies to you in the current circumstances pursuant to Ark. Code Ann. § 19-11-709(b)(1). Compliance with the above course of conduct is deemed to constitute compliance with the ethical standards of Ark. Code Ann. §19-11-701 *et seq.* and Executive Order 98-04.

Sincerely,



Larry W. Walther  
Secretary

### Attachments

cc: Edward Armstrong, Office of State Procurement  
Amy Fecher, Cabinet Secretary

Larry Walther  
Department of Transformation and Shared Services  
Office of State Procurement  
1509 W. 7<sup>th</sup> Street, Suite 300  
Little Rock, AR 72201

Secretary Walther,

I am requesting an advisory opinion pursuant to A.C.A § 19-11-715(b) on behalf of myself, Victoria Evans.

On October 20, 2020, I received a letter from Mary Kathryn Williams, advising me to seek an advisory opinion as to whether I can perform work for Palco at the current time. The letter states that "at minimum, the one-year restriction should have applied" to my employment and that "it is entirely possible that the permanent disqualification should also apply." Until this matter is resolved, I have been requested to have "no involvement on Arkansas DHS contracts" until an opinion is issued. As such, I am requesting an advisory opinion be issued as soon as possible.

I was employed by the Arkansas Department of Human Services for nearly two years, from November 2017 to September 28, 2019. In my last official capacity at DHS, I served as an Assistant Director for Quality Assurance in the Division of Provider Services and Quality Assurance (DPSQA) from August 2019 to September 2019. Prior to that, I served as the Deputy Director for DPSQA from February 2019 to August 2019 and as the Assistant Director for Quality Assurance from November 2017 to January 2019.

During my time as a DPSQA Assistant Director (8/2019-9/2019, 11/2017-1/2019), I supervised a small management staff. This staff managed a variety of programs and services and included the following units: Incident and Accident Reporting unit, the LTSS Background Check unit, the Nursing Assistant Training Program unit, the Nursing Home Administrator Licensure unit, the Part VI-B Individuals with Disabilities Education Act Monitoring unit, the Independent Choices program unit, and the Choices in Living Resource Center. The management staff that I directly supervised, managed their own staff as well programs, services, contracts, and grants. Any direct involvement I had with these programs, services, contracts, and/or grants pertained to advising management staff on the DPSQA Director's recommendations and guidance. As a member of the division's leadership team, I followed the DPSQA Director's guidance on matters related to the interpretation and application of program and department policy.

As a DPSQA Assistant Director (8/2019-9/2019, 11/2017-1/2019), I also coordinated provider engagement and outreach activities for the division including hosting several town hall provider meetings across the state. I served as a representative of the division on a number of intra-divisional projects including process mapping for home- and community-based provider licensure and certification, process mapping for reporting and tracking provider complaints, electronic visit verification, and analytics dashboard development. During my tenure as the DPSQA Deputy Director (2/2019-8/2019), I provided professional-level support to the DPSQA Director through strategic planning, analysis, technical writing, and communication with internal and external stakeholders. I assisted the DPSQA Director with assessing and monitoring division needs and priorities to reduce duplication and manual processes and create greater automation and efficiency. I assisted the DPSQA Director in reviewing job functions to ensure proper cross-training and development of personnel to meet

the needs of the division. I also routinely analyzed data and reports produced by and for the various units within the division to look for trends and opportunities for process improvement.

My last date of employment with DHS was September 28, 2019. On September 27, 2019, I received a letter that cited Arkansas Code Annotated §19-11-709(b)(2), which, in short states that as a former DHS employee, I was unable to work on matters pertaining to DHS for one (1) year (see attached letter re: Employment Transition to Private Sector). This letter did not mention that a permanent bar may exist. It was my interpretation of this letter that the permanent bar, cited in the letter dated October 20, 2020 and also found at A.C.A. §19-11-709(b)(1), does not apply to me. As the facts below iterate, I've taken every measure to successfully comply with A.C.A. §19-11-709, as requested of me.

After leaving DHS on September 28, 2019, I worked for eQHealth Solutions as the Director of Policy and Research from October 2019 to April 2020. eQHealth Solutions is a population health management company with contracts in many states, including Arkansas. At the time of my employment, eQHealth Solutions performed prior authorizations for medical and therapy services for the Arkansas Medicaid population as a contractor for DHS. This offer of employment was disclosed to the DHS Ethics Officer prior to my departure from DHS per DHS Policy 1006. As the Director of Policy and Research at eQHealth Solutions, I provided guidance and support to the executive leadership team regarding internal policies and procedures, business development, and state and federal Medicaid policy. I also served as the lead technical writer on new solicitations with various state and federal funding agencies.

I began working with Palco, Inc. in May 2020 as the Director of Special Projects. In this role, I provide leadership in a variety of projects that span across one or more business units including business development and marketing, program management, product development, and customer service. I work to develop program policies, standard operating procedures, client outreach materials, staff training materials, and project implementation plans. I manage day-to-day project activities and resources, analyze current processes for opportunities for process improvement, and serve as a member of project management teams. Specifically, I have been responsible for policy and procedural documentation of systems currently not deployed for their Arkansas contract, involved with Electronic Visit Verification (EVV) projects in states outside of Arkansas, provided input to various bids and RFPs/RFIs for work in other states, and spent considerable time developing a case management module for another state.

Palco, Inc. provides financial management services for Medicaid self-direction programs and Veterans Health Administration programs in nine states, including Arkansas. As such, Palco serves as a contractor in these nine states. In Arkansas, Palco is the recipient of two contracts overseen by the DHS Division of Provider Services and Quality Assurance. These contracts are managed by a small team of staff that make up the IndependentChoices program unit. The former manager of this unit reported directly to me in my capacity as an Assistant Director for DPSQA. However, during my tenure at DHS these contracts were never procured or amended; they were simply renewed at the end of each contract year in both 2018 and 2019.

Both contracts held by Palco, Inc. were procured as RFPs. The Financial Management Services contract (#31897) was initially awarded to Palco, Inc. in 2003. This contract has been renewed at the end of every contract year and re-procured through the competitive RFP bid process. Palco has served as the Financial Management Services vendor for the state of Arkansas since 2003. This contract is valued at \$1.5 million annually. The Counseling contract (#31252) was initially awarded to Palco, Inc. in 2014 through the competitive RFP bid process. It has been

renewed at the end of every contract year and is valued at \$3 million annually. Both of these contracts were initially awarded prior to my employment with DHS.

Palco hired me for my expertise in state and federal Medicaid policy and procedures, as well as my educational background – both of which serve as an opportunity to provide support and assistance with complex federal programs and projects that impact both my former and current employer.

As previously mentioned, the October 20, 2020 letter cites that a permanent bar of employment may apply to me. I respectfully disagree. A.C.A. §19-11-709(b)(1) states that permanent bars apply to any former DHS employer who "knowingly act[s] as a *principal* or as an *agent* for anyone other than the state in connection with any:

- (A) Judicial or other proceeding, application, request for a ruling, or other determination;
- (B) *Contract*;
- (C) Claim; or
- (D) Charge or controversy, knowingly to act as a principal or as an agent for anyone other than the state in matters which were within the former employee's official responsibility, where the state is a party or has a direct or substantial interest."

Currently, Palco is only engaged in a contract, and I am not a principal or agent of Palco's. I do not have ownership interest in the company, nor do I hold executive or Board positions.

A.C.A. §19-11-709(b)(2) provides similar language, except it applies to "any former employee" and not principals or agents and applies only a one-year bar. The October 20, 2020 letter took the position that this section applies to me, and I agree.

I have complied completely with this law. I have not been involved on Palco's contracts with DHS during my one-year ban period, which expired on September 28, 2020. Now that my one-year cooling period has lapsed, I respectfully request an immediate advisory opinion pursuant to A.C.A. § 19-11-715(b) so that we can promptly put this matter behind us and move forward. Please advise as to the appropriate course of conduct going forward, following my one-year cooling off period which ended September 28, 2020.

Attached please find:

- Letter of resignation for DHS employment
- DHS letter re: Employment Transition to Private Sector (dated 9/27/2019)
- DHS letter re: Employment of Former State Employees (dated 10/20/2020)

Thank you in advance for your time and consideration.

Sincerely,



Victoria Evans, DrPH, MPH  
58 Tallyho Lane  
Little Rock, AR 72227

September 9, 2019

Jerry Sharum, Director  
Division of Provider Services and Quality Assurance  
Arkansas Department of Human Services

Dear Mr. Sharum,

I am writing to notify you that I was offered and have accepted a position as the Director of Policy and Research at eQHealth Inc. Due to the timing of the onboarding process at eQHealth, I will be vacating my position at the Arkansas Department of Human Services on Friday, September 27<sup>th</sup>.

Public service has been an integral part of my academic and professional career and I have been honored to serve in this capacity at DHS. I have had the pleasure of serving in a leadership role on a variety of divisional and agency-wide initiatives while serving the long-term care and home- and community-based community in our state. I truly appreciate the opportunities this position has afforded me.

Sincerely,

Victoria L. Evans, DrPH

ATTACHMENT B



Office of Chief Counsel

P.O. Box 1437, S260, Little Rock, Arkansas 72203  
(501) 396-6174 · Fax: (501) 682-8009



September 27, 2019

Ms. Victoria Evans  
Assistant Director, DPSQA  
Arkansas Department of Human Services  
P.O. Box 1437, Slot S-401  
Little Rock, AR 72203

**RE: Employment Transition to Private Sector**

Dear Victoria,

This memorializes our conversation with regard to your planned departure from employment with the Arkansas Department of Human Services (DHS) as Assistant Director of the Division of Provider Services and Quality Assurance (DPSQA) to work in the private sector. You provided your official notice in writing to your supervisor, Jerald Sharum, and will be going to work with EQHealth.

I understand you conferred with the DHS Ethics Officer in compliance with DHS Policy 1006, and the facts presented in this matter do not indicate any conflicts of interest or appearances of impropriety. This letter is just a friendly reminder to make you aware of the continuing obligations under state law with regard to employment of former state employees.

Arkansas Code Ann. § 19-11-709 provides in pertinent part that it is:

a breach of ethical standards for any former employee, within one (1) year after cessation of the former employee's official responsibility in connection with any:

- (A) Judicial or other proceeding, application, request for a ruling, or other determination;
- (B) Contract;
- (C) Claim; or
- (D) Charge or controversy,

knowingly to act as a principal or as an agent for anyone other than the state in matters which were within the former employee's official responsibility, where the state is a party or has a direct or substantial interest.

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If there are any changes in the circumstances or duties of your new position in the future and you have concerns about any potential conflicts, please have legal counsel for EQHealth contact me to discuss.

I wish you well in your new position. Please feel free to contact me if I can offer further assistance in any way.

Sincerely,

A handwritten signature in black ink, appearing to read "David Sterling". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

David Sterling, Chief Counsel  
Arkansas Department of Human Services

cc: Jerald Sharum, Director, DPSQA  
Dawn Stehle, Deputy Director for Health and Medicaid Director



Office of Procurement  
P.O. Box 1437, Slot W304  
Little Rock, AR 72203-1437  
P: 501.396.6078  
F: 501.683.6304  
TDD: 501.682.1442  
HUMANSERVICES.ARKANSAS.GOV

October 20, 2020

Via email [alicia@palcofirst.com](mailto:alicia@palcofirst.com)

Ms. Alicia Paladino  
Palco, Inc.  
P.O. Box 242930  
Little Rock, AR 72223

Via email [victoria.evans@palcofirst.com](mailto:victoria.evans@palcofirst.com)

Ms. Victoria Evans  
Palco, Inc.  
P.O. Box 242930  
Little Rock, AR 72223

**Re: Restrictions on employment of former state employees  
A.C.A. § 19-11-709**

Ms. Paladino and Ms. Evans:

Arkansas Code Annotated § 19-11-709 (b)(1)(2) outlines the restrictions applied to former state employees in connection with contracts and contractors with the state. A.C.A. § 19-11-709 (b)(1) describes the factors leading to permanent disqualification of former state employees, while A.C.A. § 19-11-709 (b)(2) describes the factors for a one-year restriction for former state employees. As DHS ultimately is not the state agency tasked with interpreting these statutes, at this time, I will not apply analysis to Ms. Evans' scenario other than to say at the minimum, the one-year restriction should have applied. It is entirely possible the permanent disqualification should also apply, but an advisory opinion should be sought to determine this.

Accordingly, DHS requests that Ms. Evans seek said advisory opinion pursuant to A.C.A. § 19-11-715(b) to determine the appropriate course of conduct going forward. To do so, Ms. Evans should send a request letter to Larry Walther, Secretary of the Department of Finance and Administration, stating that she is requesting an advisory opinion pursuant to A.C.A. § 19-11-715(b) and explaining thoroughly her former job scope with DHS, her job scope now for PALCO, and why or how, in light of A.C.A. § 19-11-709, she believes it is appropriate to proceed. Alternatively, PALCO may seek the advisory opinion pursuant to A.C.A. § 19-11-715(b) with its request also containing the job scope information pertaining to Ms. Evans and PALCO's position on why it is appropriate to proceed.

I suggest mailing the signed original letter to Secretary Walther's office, sending electronic copies via email to Secretary Walther ([larry.walther@dfa.arkansas.gov](mailto:larry.walther@dfa.arkansas.gov)), and copying OSP Counsel Anthony Black ([Anthony.Black@dfa.arkansas.gov](mailto:Anthony.Black@dfa.arkansas.gov)) into the email. Doing so will cut

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ATTACHMENT D

Ms. Alicia Paladino  
Ms. Victoria Evans  
October 20, 2020  
Page 2

down on the time it takes for the letter to be routed for drafting. The process would be the same should PALCO elect to issue the request rather than Ms. Evans. Also, keep me advised as you submit information, as DHS will also submit evidence regarding the advisory opinion.

As the letter is being written, it might be helpful to review the relevant statutes, which may be found at <https://www.dfa.arkansas.gov/images/uploads/procurementOffice/lawsRegs.pdf>.

In addition to the statutes cited above, Executive Order 98-04 mandates that PALCO must disclose Ms. Evans' employment on any Contract and Grant Disclosure Form that PALCO is required to complete, which occurs at the execution, renewal, or amendment of contracts. If, at the time of disclosure, the matter has not been resolved via advisory opinion, the contract will be jeopardized.

Finally, I would note that, until this matter has been resolved, DHS requests that Ms. Evans have no involvement on Arkansas DHS contracts including but not limited to meetings, advice, and review. Compliance with applicable statutes and regulations are contained in the performance indicators within the contract, and DHS will be mindful of those as we proceed.

Sincerely,

*Mary Kathryn Williams*

Mary Kathryn Williams, J.D.  
Chief Procurement Officer



Director Jerald Sharum  
Division of Provider Services and Quality Assurance

November 5, 2020

Secretary Larry Walther  
Department of Finance & Administration  
1509 West 7th Street  
Little Rock, AR 72201

RE: Victoria Evans Advisory Opinion Request – Supplemental Information  
Secretary Walther.

The Department of Human Services (“DHS”) was made aware of a request for an advisory opinion sent to you by Victoria Evans, on or about October 26, 2020, seeking an advisory opinion pursuant to Ark. Code Ann. §19-11-715(b), regarding Ms. Evans’ former state employment with DHS and present employment with DHS contractor Palco, Inc. (the “Request Letter”) in light of the ethical standards under Ark. Code Ann. §19-11-701 *et seq.* DHS is submitting this letter and attached documents for your consideration in reviewing this matter.

The public policy undergirding Ark. Code Ann. §19-11-701 *et seq* is to “promote and balance the objective of protecting government integrity and the objective of facilitating the recruitment and retention of personnel needed by the state.” Ark. Code Ann. § 19-11-703 (a). “The policy is implemented by prescribing essential restrictions against conflict of interest without creating unnecessary obstacles to entering public service.” *Id.* The intent is to require state employees to “discharge their duties impartially so as to assure fair competitive access to governmental procurement by responsible contractors.” and to “conduct themselves in such a manner as to foster public confidence in the integrity of the state procurement organization.” Ark. Code Ann. § 19-11-703 (b). It is with these stated goals in mind that DHS expresses concern with Ms. Evans’ involvement in the relevant Palco, Inc. contracts with DHS, and thus seeks to ensure that you have the information required to make a determination.

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jerald.sharum@dhs.arkansas.gov humanservices.arkansas.gov

ATTACHMENT E

## I. Relevant Law

Regarding former state employees in matters connected with their former duties, Ark. Code Ann. §19-11-709 (b)(1) permanently disqualifies former employees of state agencies from knowingly acting as a principal or as an agent for anyone other than the state in connection with any contract in which the former employee participated personally and substantially through decision, approval, disapproval, recommendation, rendering of advice, investigation, or otherwise while an employee, where the state is a party or has a direct and substantial interest. *See* Ark. Code Ann. §19-11-709 (b)(1).

Another ethical restriction on the involvement of former state employees regarding matters for which a former employee was officially responsible resides at Ark. Code Ann. §19-11-709 (b)(2), which provides that it is a breach of ethical standards for any former state employee knowingly to act as a principal or as an agent for anyone other than the state in matters which were within the former employee's official responsibility, where the state is a party or has a direct or substantial interest. *See id.* The latter restriction only applies for one year after cessation of the former employee's official responsibility in connection with any contract at issue. *Id.*

For purposes of interpreting Ark. Code Ann. §19-11-701 *et seq.*, Ark. Code Ann. §19-11-701 (8) defines "employee," as an individual drawing a salary from a state agency, whether elected or not, and any nonsalaried individual performing personal services for any state agency. "Official responsibility," is defined in Ark. Code Ann. §19-11-701 (12) as direct administrative or operating authority, whether immediate or final, either exercisable alone or with others, either personally or through subordinates, to approve, disapprove, or otherwise direct state action. Ark. Code Ann. §19-11-701 (14) defines "procurement" as "buying, purchasing, renting, leasing, or otherwise obtaining of any commodities or services" before additionally including "functions that pertain to the obtaining of any public procurement, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration. Finally, "state agency" in Ark. Code Ann. §19-11-701 (16) means any office, department, commission, council, board, bureau, committee, institution, legislative body, agency, government corporation, or other establishment or official of the executive, judicial, or legislative branch of this state.

## II. Relevant Facts

Palco, Inc. has two contracts with DHS Division of Provider Services and Quality Assurance ("DPSQA"). Contract Number 4600031897 is for the Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan, and was initially entered into July 1, 2014, and expires with no further additional terms June 30, 2021. Contract Number 46000161008 is for the Self-Directed Service Budget Counseling Support services for participants in a state plan or waiver program offering the self directed service delivery model to Medicaid recipients in a statewide plan, and was initially entered into February 10, 2014, and expires with no further additional terms February 9, 2021. (Collectively, the "Palco Contracts").

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Ms. Evans was a DHS/DPSQA employee until September 28, 2019<sup>1</sup>. Her DHS employment and titles during this time, Assistant Director for Quality Assurance and then Deputy Director, brought many aspects of the Palco Contracts under her official responsibilities.

One of Ms. Evans' official responsibilities was providing administrative oversight to the Independent Choices (self-direction) monitoring unit, a unit that monitors the Palco Contracts and manages ongoing daily communications with Palco, Inc. In this role, Ms. Evans directed state action through her subordinates in the monitoring unit. Indeed, Ms. Evan's *Curriculum Vitae*<sup>2</sup>, attached hereto (the "CV"), states that she was a founding member of the DPSQA executive team that provided administrative oversight to the Independent Choices monitoring unit.

Also, in August 2019, Ms. Evans was the lead divisional representative of DPSQA during initial internal departmental discussions regarding the pending new procurement of these services under the Palco Contracts (due to the expiration of both contracts in 2021). During these discussions, conducted via email between DHS employees of various divisions, Ms. Evans analyzed the previous years of the Palco Contracts, including the services model, spending and costs, to identify a Total Projected Cost budget for the new solicitation's seven-year lifespan. Ms. Evans also advised and communicated with the DPSQA Director and the DPSQA CFO on the best options for how the new procurement should be structured and modeled. Specifically, with the relevant services currently being contracted in the two separate Palco Contracts, Ms. Evans provided recommendations to the DPSQA Director on how to combine the services into one contract with the new procurement.

Separately, in August 2019, Ms. Evans was a primary participant representing DPSQA in discussions between Palco Inc., the Centers for Medicare & Medicaid Services ("CMS"), and multiple DHS divisions regarding personal care rates for individuals who receive services through those programs under the Palco Contracts where self-direction is an option (ie: ARChoices and Independent Choices), discussions conducted in response to minimum wage increases.

Ms. Evans also participated in other meetings with Palco Inc. related to the Palco Contracts and contractor activities, including communicating DHS' contractual needs to Palco Inc., such as a CMS requirement of Explanation of Member Benefits ("EOMB") in February 2019. Due to the unique nature of self-direction, these EOMB activities could not be automatically dispersed by Medicaid, leading DHS to require Palco Inc. to select 5-6% of their member population for this purpose.

To further illustrate that Ms. Evans' official responsibilities included direct administrative authority over the Palco Contracts, Ms. Evans identified herself in the CV as "the lead contract monitor for two multi-million dollar contracts assigned to the division." These two multi-million dollar contracts were the Palco Contracts. Ms. Evans also identifies herself as "the lead technical

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<sup>1</sup> See attached email from DHS Human Resources concerning resignation date.

<sup>2</sup> The attached *Curriculum Vitae* was submitted to DHS by Ms. Evans in the course of her DHS employment.

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writer for the division for new procurements, policies, procedures and regulatory manuals.” As such, she assisted in developing, communicating and directing plans, policies and standards for the division, as well as working closely with the DHS Office of Policy Promulgation and other division staff, including on new procurements. Much of this work did or could have impacted the Paleo Contracts, as well as the new procurements for the services currently under the Paleo Contracts. One such example, also identified in her CV, is Electronic Visit Verification (“EVV”), a CMS requirement for all states, which is a multi-divisional project that directly affects the self-directed services under the Paleo Contracts. The EVV project is the very service that Paleo initially tried placing Ms. Evans on, leading to the discussions with DHS concerning former state employees that culminated in the Request Letter.

Finally, the Paleo Contracts themselves, in the attached contract amendments and authorization forms from 2018-2019, identify Ms. Evans as the DHS Program Representative and a point of contact with authority for approvals. Such contract amendments are inherently a procurement function, as such is defined in Ark. Code Ann. §19-11-701 (14), in that they function to renew contracts, add funding to contracts for the buying or obtaining services, and are otherwise for the purpose of contract administration.

### III. Conclusion

As alluded to above, DHS takes seriously the intent of the above cited statutes to “foster public confidence in the integrity of the state procurement organization.” For this reason, DHS furnishes this letter and attachments, and expresses its concern with Ms. Evans’ involvement, on behalf of the contractor as a principal or as an agent, with the Paleo Contracts or with future contracts for the services that were under Ms. Evans’ official responsibilities with DHS.

Thank you for your consideration.

Sincerely,



Jerald Sharum

Director

Division of Provider Services and Quality Assurance

Enclosures (8)

cc: Anthony Black, Legal Counsel, Department of Transformation and Shared Services

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## ***Curriculum Vitae***

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### **Victoria L. Evans**

HOME ADDRESS  
58 Tallyho Lane  
Little Rock, AR 72227  
Phone: (501) 416-4966  
Email: [vle422@gmail.com](mailto:vle422@gmail.com)

#### **EDUCATION**

*Doctor of Public Health in Public Health Leadership*  
(with honors)  
May 2012

University of Arkansas for Medical Sciences  
Fay W. Boozman College of Public Health

*Master of Public Health*  
Epidemiology  
May 2005

University of Arkansas for Medical Sciences  
Fay W. Boozman College of Public Health

*Bachelor of Science*  
Medical Sociology  
May 2002

University of Central Arkansas  
Presidential Scholar, Dean's List

#### *Relevant coursework:*

Advanced Organizational Behavior & Leadership in Health Delivery Systems, Communication for Public Health Leaders, Effective Crisis Communication, Strategic Planning in Public Health Programs, Management Skill Development, Advanced Public Health Policy & Management, Health Services Research Methods, Grantsmanship & Peer Review Process, Community-Based Program Design, and Community-Based Program Evaluation. Graduate coursework also included 8+ years of data analysis using SAS.

#### **TEACHING EXPERIENCE**

Directed Research	Hendrix College	Fall 2011-2014
Epidemiology	Hendrix College	Spring 2011-2013, 2015
Theory of Health Behavior	Hendrix College	Spring 2011-2012, 2014
Health & Wellness	Hendrix College	Fall 2010, 2012-2014 Spring 2011-2015
Public Health in Film & Fiction	Hendrix College	Spring 2015
Introduction to Public Health	Hendrix College	Fall 2010-2014
Introduction to Public Health (online WebCT course)	University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health Dr. Ruth Eudy	Fall 2008 Co-Instructor

#### **ONGOING PROFESSIONAL DEVELOPMENT**

Community Development Institute (completed year 1 of three-year training)

ATTACHMENT F

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**PROFESSIONAL AND RESEARCH EXPERIENCE****Arkansas Department of Human Services – Division of Provider Services and Quality Assurance***Feb 2019-present**Deputy Director for Division of Provider Services and Quality Assurance*

Serve in a leadership capacity, providing direction and administrative oversight in the day-to-day operations of the Office of Long Term Care, Community Services Licensure and Certification section and the Quality Assurance, Provider Engagement, and Workforce section within DPSQA. Provide professional-level support to the DPSQA Director, through strategic planning, analysis, technical writing, and communication with internal and external stakeholders.

- Assist in planning long-range goals and objectives for the division.
- Assist with the assessment, planning, development, implementation and evaluation of programs.
- Assist the DPSQA Director with assessing and monitoring division needs and priorities to include reviewing current processes to reduce duplication and manual processes and create greater automation and efficiency.
- Serve as the lead contract monitor for two multi-million dollar contracts assigned to the division.
- Serve as the lead technical writer for the division for new procurements, policies, procedures, and regulatory manuals.
- Assist the DPSQA Director in reviewing job functions to ensure proper cross-training and development of personnel to meet the needs of the division.
- Analyze data and reports, to include survey timeliness, incident and accident tracking, and complaint investigation process and timeliness for the division.
- Assist in developing, communicating and directing plans, policies and standards for the division.
- Interpret concerns, develop solutions, and determine scope and priorities of the various sections within the division.
- Assist with directing the development and implementation of quality assurance plans and protocols for the division and monitor and evaluate performance to identify areas for improvement.
- Assist the DPSQA Director in setting workforce priorities for the division.
- Serve as the lead for the division on policy development, stakeholder engagement and promulgation, working closely with the DHS Office of Policy Promulgation and other division staff.
- Provide leadership and guidance on a variety of intra-agency projects including contract development and oversight and policy and program development (Electronic Visit Verification, Excluded Provider List).

**Arkansas Department of Human Services – Division of Provider Services and Quality Assurance***Nov 2017-Jan 2019**Assistant Director for Quality Assurance*

Served as a founding member of the DHS Division of Provider Services and Quality Assurance (DPSQA) executive team. Provide administrative oversight for the Quality Assurance, Provider Engagement, and Workforce section within DPSQA which includes the following work units: Quality Assurance, Incident and Accident Reporting, Criminal Background Check, Nursing Assistant Training Program, Nursing Home Administrator Licensure, Part VI-B of Individuals with Disabilities Education Act (IDEA) monitoring unit, Independent Choices (self-direction) monitoring unit, and the Choices in Living Resource Center.

- Provide leadership and direction for the units described above including a staff of approximately 50.
- Serve as the lead contract monitor for two multi-million dollar contracts assigned to the division.
- Serve as the lead technical writer for the division for new procurements, policies, procedures, and regulatory manuals.
- Coordinate provider engagement and technical assistance for the division.
- Policy development and analysis to support aforementioned units.

**PROFESSIONAL AND RESEARCH EXPERIENCE (CONT.)**

- Support division director with day-to-day operations.
- Coordinate both internal and external stakeholder engagement for the division.
- Provide leadership and guidance on a variety of intra-divisional projects including process mapping for licensure/certification and complaints, dashboard development, contract development, and policy and program development.
- Provide leadership and guidance on a variety of intra-agency projects including contract development and oversight and policy and program development (Electronic Visit Verification, Excluded Provider List).

**University of Arkansas for Medical Sciences – Fay W. Boozman College of Public Health**

Sept 2015-Nov 2017

*Project Manager (contractor - DHS Division of Aging & Adult Services)*

The Arkansas Department of Human Services Division of Aging & Adult Services (DAAS) contracted 100% of my time and effort from the UAMS CPH Department of Health Policy & Management. This position reported to the Director of DAAS and provided supervision and project management, as well as data and policy analysis support to a variety of projects within the division and across divisions. Project management included leading and supervising the state's development and implementation of the Arkansas Home and Community-Based Services Settings Statewide Transition Plan per Centers for Medicare and Medicaid (CMS) guidance, expertise and leadership allowed the state to become one of four states to receive final approval of the HCBS Settings Statewide Transition Plan; leading the agency's senior hunger project incl. engaging external stakeholders, researching best practices implemented by other states, and developing a draft work plan to guide the senior hunger working group over the next two years; analyzing discrepancies in congregate meal cost associated with the Older Americans Act nutrition program delivered by Area Agencies on Aging and Senior Centers; researching best practices implemented in other states to calculate meal cost and consulting with the Administration on Community Living, assisting OAA program with implementation of standard tool to calculate meal cost, and analyzing pilot project testing standardized tool; assisting DAAS with implementation of new Independent Assessment incl. participating in meetings with third-party vendor re: workflows, tool development, trainings, and IA implementation, reviewing assessment tool and branching logic, and analyzing impact on resource allocation within waiver programs; leading the state's efforts to implement new certification standards for a variety of Behavioral Health providers across the state; and assisting with the initial transition and build out of the new DHS division (DPSQA).

*Example of HCBS Settings project activities:*

- Managed project-related evaluation activities including survey development, data collection and analysis, and report writing.
- Developed and submit project-related reports and proposals to the Centers for Medicare and Medicaid Services.
- Managed project activities and supervising ancillary staff, assigned staff to particular roles.
- Oversaw deliverable deadlines and overall project timeline and milestones.
- Served as liaison between DAAS and other DHS divisions.
- Served as liaison between DAAS and CMS.
- Engaged external and internal stakeholders in discussions related to activities and milestones outlined in Arkansas HCBS Settings statewide transition plan.
- Developed training materials for DAAS providers, clients and their families, and client advocates.
- Developed content for Arkansas HCBS Settings project website.
- Provided technical assistance to DAAS providers and client advocates.
- Led statewide trainings and provider workshops on HCBS Settings rule and state implementation.
- Conducted literature searches; prepared presentations and technical reports; and presented evaluation and research findings at local, state, and national conferences.

**PROFESSIONAL AND RESEARCH EXPERIENCE (CONT.)**

**University of Arkansas for Medical Sciences – Fay W. Boozman College of Public Health**  
Dec 2015-April 2016 *Course Developer*

Hired by Dr. Ruth Eudy, Associate Professor of Health Policy & Management at the UAMS Fay W. Boozman College of Public Health to redesign HSAD/PBHL 5003. Redesigning the course included the development of new course objectives, course outline, weekly content, online lectures, discussion modules, and assignments for the course. In addition, this work required curating specific Grand Rounds lectures from the Arkansas Department of Health's lecture series to incorporate into the course as well as reviewing and choosing a new textbook.

**Hendrix College – Department of Kinesiology & Health Sciences**  
August 2010-August 2015 *Assistant Professor*

Hired to develop and implement a public health curriculum within an existing Health Science major and minor in the Department of Kinesiology and Health Sciences. Assumed the role of official advisor for the Hendrix/UAMS 4+1 BA/MPH combined degree program. Served as an academic advisor for freshman and Kinesiology/Health Sciences majors. Hired and supervised work study students for the Dept. Served in a leadership capacity within the academic department during a time when the department lacked a permanent department chair.

*Teaching:*

- Developed four new public health courses at the college as well as a public health minor.
- Maintained a full teaching load (3 courses) each semester, with 5 different courses taught each academic year including a junior/senior research course.
- Mentored students enrolled in KINE 265: Theories of Health Behavior through survey research process from beginning to end, including topic development, literature search, question construction/survey construction, use of survey monkey, HSRB proposal writing, data analysis, report writing and presentation
- Mentored 21 students enrolled in KINE 410: Directed Research through research process – 7 group projects for undergraduate research credit in fall 2014, four groups presented at National Council for Undergraduate Research annual conference in Spring 2015.

*Service:*

- Served on 5 interdisciplinary major committees related to public health (faculty chair of 3).
- Maintained an advising load of approximately 20-30 students per academic year (2012-2015).
- Participated in freshman advising (2012).
- Served as official advisor/liaison between Hendrix & UAMS for 4+1 BA/MPH combined degree program (7 students were accepted into the program during 2010-2015).
- Coordinated and mentored 55 senior Kinesiology & Health Sciences capstone projects between 2011-2015 (HSRB approved research projects and formal internships).
- Created curriculum proposal forms for review by curriculum committee, reviewed and edited sections of College Catalog and Guide to Academic Planning pertaining to dept., updated dept. learning goals, and developed assessment plan for department.
- Invited panelist for *Solutions for the South* conference (Hendrix chapter, Roosevelt Institute).
- Moderated *Weight of the Nation* film screening for Spring Awareness Week.
- Faculty sponsor for two student-led organizations, Health Sciences & Kinesiology Society and Conway Interfaith Clinic Student Outreach Program.
- Served as faculty sponsor for several Odyssey (experiential learning) projects and student internships, including site placements at the Arkansas Department of Health, Little Rock Urban Farming, Barefoot Yoga Studio, Mental Health for America of the Heartland, Freeman Family Medical Clinic, Trillium Park Senior Living, Therapy and Rehab Solutions, Dallas Public Library, and Elmwood Fitness Center. These internships covered a variety of topics including, health education, sustainable gardening, small business management, public health policy, nursing, health literacy, and health journalism.

**PROFESSIONAL AND RESEARCH EXPERIENCE (CONT.)**

- Coordinated college-wide guest lecture event titled "From Iran to Mississippi: Creating a Health House Network in the Delta".

*Professional Development:*

- Participated as a member of Dr. Lindsay Kennedy's (Health Psychology) Health Research lab.
- Conducted community outreach with Conway Interfaith Clinic (data analysis and grant writing) and the Faulkner County Health Initiative (local hometown health coalition).
- Received funding through Hearst grant to purchase new equipment for course, received two faculty project grants for continuing education and materials related to a new course.
- Attended the Associated Colleges of the South's weeklong microteaching workshop in San Antonio, TX
- Attended annual American Public Health Association conference (2012, 2013, 2014).
- Attended annual Undergraduate Education for Public Health Summit (2012 [presenter], 2013, 2014).
- Served as reviewer for American Public Health Association's Maternal and Child Health Section (2009-2015).
- Served as reviewer for Undergraduate Education for Public Health Summit (2013-2015).
- Provided editorial support for peer-reviewed publication (2016).

**University of Arkansas for Medical Sciences – Fay W. Boozman College of Public Health****July 2007-May 2010*****Project Manager (Women's Health Waiver Evaluation)***

The Women's Health Waiver was a Medicaid demonstration project that provided reproductive health services to Arkansas women at or below 200% of the federal poverty level. The UAMS Fay W. Boozman College of Public Health assumed responsibility for evaluating the impact of the waiver.

- Managed project-related evaluation activities including survey development, data collection and analysis, and report writing.
- Developed and submitted project-related research proposals to the UAMS Institutional Review Board
- Maintained fiduciary responsibilities (\$700,000 every 2 years), including multiple sub-award and contractual agreements.
- Supervised project staff including PI, administrative assistant, graduate assistant, data analyst, and two consultants
- Oversaw deliverable deadlines (per the terms and conditions of the grant) and overall project timeline
- Served as liaison between funding agency and project team.
- Conducted literature searches; prepared abstracts, posters, presentations, and technical reports; and presented evaluation and research findings at local, state, and national conferences.

**University of Arkansas for Medical Sciences – Fay W. Boozman College of Public Health****April 2004–July 2007*****Project Program Specialist (Act 1220 Evaluation)***

Act 1220 of 2003 was set forth to create an environment for combating childhood obesity in Arkansas. The UAMS Fay W. Boozman College of Public Health assumed responsibility for evaluating the impact of Act 1220.

Activities included evaluating school and district policies and practices related to physical activity and nutrition and monitoring change over time. Served as senior staff on project, supervised and trained new staff members to assist them in acclimating to the project.

- Designed and developed multiple surveys, databases, and data codebooks. Arranged, conducted, and transcribed key informant interviews with various interest groups. Responsible for data entry, data management, and preliminary data analysis using SAS.
  - Conducted site visits to Arkansas public schools to assess concordance between self-report of vending machine locations and contents with observational data.

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**PROFESSIONAL AND RESEARCH EXPERIENCE (CONT.)**

- Developed tracking database and monitored media clippings for coverage related to Act 1220 and other obesity-related issues.
- Reviewed and summarized proceedings, meeting minutes, and other related documentation from the Child Health Advisory Committee; Department of Education; State School Board; Public Health, Welfare, and Labor Legislative Committees; and the Arkansas General Legislative Assembly.
- Organized annual conference for members of school and/or district wellness committees.
- Conducted literature searches; assisted with preparation of scientific papers for publication in peer-reviewed journals; prepared abstracts, posters, presentations, and technical reports; and presented at local, state, and national conferences.

**Arkansas Department of Health - Office of Oral Health****October 2004–June 2007***Data analyst (contractor)***Paid ½ salary for UAMS position**

The Office of Oral Health provides information and assistance to communities, professional groups and citizens on water fluoridation and other dental preventive measures, as well as providing assessments to help policy makers plan programs to address the oral health needs in communities across Arkansas.

- Assisted Office of Oral Health with evaluation activities.
- Performed data analysis using SAS and developed reports and graphics as needed.
- Presented research findings at local, state, and national meetings.

**University of Arkansas for Medical Sciences – Fay W. Boozman College of Public Health****April 2004–July 2004***Project Program Specialist (contractor - UAMS Smoke Free Evaluation)***Paid ½ salary for UAMS position**

As part of the “Get Healthy Arkansas” campaign, UAMS administration elected to make UAMS a smoke-free environment as of July 4, 2004. The smoke free policy applies to all employees, students and visitors. The College of Public Health assumed responsibility for evaluating the implementation of the smoke free policy.

- Organized campus-wide mailing to approximately 1,400 UAMS full-time and part-time employees and students.
- Developed and maintained tracking database and served as point of contact for survey inquiries.
- Collaborated with UAMS Arkansas Cancer Research Center to organize data entry efforts.

**University of Arkansas for Medical Sciences – College of Nursing Scholarship and Research Center****September 2003–April 2004***Grant Manager*

The UAMS College of Nursing Scholarship and Research Center was established to facilitate and support faculty research and educational programs by establishing research networks, assisting with external and intramural grant production, consulting on methodological and statistical issues, maintaining research resource materials, and coordinating evaluations. Managed nine grants, totaling approximately \$6 million.

- Managed federal, state, and local grants for College of Nursing researchers.
- Obtained Request for Applications/Proposals and communicated those to various faculty members.
- Performed literature searches and generated bibliographies.
- Processed budget information with internal and external administration.
- Facilitated meetings with internal and external grant reviewers.
- Reviewed, edited, and submitted grant application to funding agency.

**PROFESSIONAL AND RESEARCH EXPERIENCE (CONT.)**

University of Arkansas for Medical Sciences – College of Nursing  
October 2002–September 2003     *Health Educator (YOUniversal Wellness Program)*

The YOUniversal Wellness Program was established to provide employee health and wellness programs for 3,000 CAVHS and 800 City of North Little Rock employees.

- Designed and developed wellness programs in worksite settings.
- Arranged and conducted all necessary health screenings for two agencies.
- Conducted medical chart reviews to gather laboratory values and subsequently generated a wellness report for each participant using a software package.
- Demonstrated health prevention techniques at seminars and employee orientations.
- Assembled and distributed health newsletters.
- Communicated responses to inquiries from healthcare professionals and members of the public regarding chronic disease prevention.

**RESEARCH INTERESTS**

School and community efforts to prevent or reduce impact of childhood obesity; women's reproductive health outcomes; risky health behaviors among college students; electronic cigarette use among youth and young adults; health communication and health seeking behaviors.

**PRESENTATIONS AT NATIONAL PROFESSIONAL MEETINGS**

Evans VL & Cloud C. (2017). *HCBS Settings: The Arkansas Experience* as part of *HCBS Final rule: Where We Were, Where We are Now, & the Path to Final Approval*. Invited panel presenter for CMS Intensive at the Annual HCBS Meeting of the National Association of States United for Aging and Disabilities, Baltimore, MD.

Evans VL. (2012). *Public Health Education and the Liberal Arts at Hendrix College*. Poster presentation at the 2<sup>nd</sup> Annual Association of Schools and Programs of Public Health's Undergraduate Education for Public Health Summit, San Francisco, CA.

Eudy RL, Alexander, L, Bennett J, Evans VL, Rickard D. (2011). Workforce issues in maternal and child health: Barriers to private provider participation in the Medicaid Women's Health Waiver. Poster presentation at the 139<sup>th</sup> Annual Meeting of the American Public Health Association, Washington, DC.

Eudy RL, Evans VL, Bennett JL, Rickard DL. (2010). *Arkansas Women's Health Waiver: Achieving social justice with cost-effective reproductive health services*. Presented at the 138<sup>th</sup> Annual Meeting of the American Public Health Association, Denver, CO.

Evans VL, Felix HC, McGehee M, Lin TM, Eudy RL. (2008). *Improving pregnancy outcomes through health policy: The Arkansas Women's Health Waiver*. Poster presentation at the 136<sup>th</sup> Annual Meeting of the American Public Health Association, San Diego, CA.

Phillips MM, Raczynski JM, West D, Pulley L, Bursac Z, Gauss CH, et al. (November 2007). *School Environmental Changes resulting from Arkansas legislation to Combat Childhood Obesity*. Presented at the 135<sup>th</sup> Annual Meeting of the American Public Health Association, Washington, DC.

Philyaw A, Phillips MM, Gauss CH, Evans VL, Bursac Z, Raczynski JM. (2007). *Parental Actions for Child Health Three Years after Arkansas Initiated BMI Reports*. Presented at the 135<sup>th</sup> Annual Meeting of the American Public Health Association, Washington, DC.

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**PRESENTATIONS (CONT.)**

Phillips MM, Raczynski JM, West D, Pulley L, Bursac Z, Gauss CH, et al. (November 2007). *No Evidence of Unintended Consequences following passage of Arkansas obesity legislation*. Presented at the 135<sup>th</sup> Annual Meeting of the American Public Health Association, Washington, DC.

Evans VL, Phillips MM, Gauss CH, Birdsong MC, Bursac Z, Raczynski JM. (November 2006). *Who's First in Line: Influencing Student Health through School Policy Change*. Presented at the 134<sup>th</sup> Annual Meeting of the American Public Health Association, Boston, Massachusetts.

Evans VL, Phillips MM, Sledge R. (May 2006). *School Nurses versus Dentists: A Comparison of BSS Screening Results*. Presented at the 7<sup>th</sup> Annual Joint Meeting of the State and Territorial Dental Directors & the American Association of Public Health Dentistry, Little Rock, Arkansas.

Phillips MM, Evans VL, Raczynski JM, Pulley L, Walker J. (March 2006). *Early Environmental Policy Changes in Schools after Arkansas Act 1220*. Presented at the 27<sup>th</sup> Annual Meeting of the Society of Behavioral Medicine, San Francisco, California.

Pulley L, Gauss CH, Evans VL, Bursac Z, Raczynski JM, Phillips MM. (March 2006). *Correlation of Parental Proxy and Adolescent Self-Report of Physical Activity*. Poster presentation at the 27<sup>th</sup> Annual Meeting of the Society of Behavioral Medicine, San Francisco, California.

Walker J, Raczynski JM, Phillips MM, Kahn A, West D, Evans VL, Bursac Z. (March 2006). *Physician Response to Arkansas Childhood Obesity*. Presented at the 27<sup>th</sup> Annual Meeting of the Society of Behavioral Medicine, San Francisco, California.

Phillips MM, West DS, Evans VL, Louvring M. (April 2005). *Targeting Schools for Policy Change: BMI and School Characteristics*. Presented at the 26<sup>th</sup> Annual Meeting of the Society of Behavioral Medicine, Boston, Massachusetts.

**INVITED LECTURES**

Child Health Advisory Committee meeting. *An Evaluation of Arkansas School Wellness Plans*. May 2012.

Health Research, Policy and Health Promotion Conference, University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. *The Arkansas Women's Health Waiver: An Update on Outcomes*. May 2010.

Arkansas Department of Health, Grand Rounds. *Evaluation of the Arkansas Women's Health Waiver*. April 2008.

**RESEARCH MONOGRAPHS**

Evans VL, Clements D. (2015). *Assessment of Arkansas Home and Community-Based Services: Agencies Providing Residential Services*. Arkansas Department of Human Services Division of Aging and Adult Services. Little Rock, AR.

Evans VL, Clements D. (2015). *Assessment of Arkansas Home and Community-Based Services: Agencies Providing Non-Residential Services*. Arkansas Department of Human Services Division of Aging and Adult Services. Little Rock, AR.

Evans VL. (2012). *Evaluating the Quality of Arkansas School Wellness Plans*. Unpublished doctoral dissertation. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Eudy RL, Evans VL, Bennett JL, Rickard DL. (2009). *Highlights from the Women's Health Waiver Renewal Final Evaluation Report*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.



**RESEARCH MONOGRAPHS (CONT.)**

Eudy RL, Evans VL, Bennett JL, Rickard DL. (2009). *Final Evaluation Report of the Arkansas Women's Health Waiver*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Eudy RL, Evans VL, Bennett JL, Rickard DL. (2008). *Evaluation of the Women's Health Waiver: An Interim Report to the Division of Medical Services of the Arkansas Department of Human Services*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Phillips MM, Raczynski JM, Walker J. for the Act 1220 Evaluation Team. (2007). *Year Three Evaluation: Arkansas Act 1220 of 2003 to Combat Childhood Obesity*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Phillips MM, Mouden LD, Sledge R, Evans VL. (2006). *Oral Health in Arkansas*. Arkansas Department of Health, Office of Oral Health. Little Rock, Arkansas.

Phillips MM, Raczynski JM, Walker J. for the Act 1220 Evaluation Team. (2006). *Year Two Evaluation: Arkansas Act 1220 of 2003 to Combat Childhood Obesity*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Phillips MM, Raczynski JM, Walker J. for the Act 1220 Evaluation Team. (2005). *Establishing a Baseline to Evaluate Act 1220 of 2003: An Act of the Arkansas General Assembly to Combat Childhood Obesity*. University of Arkansas for Medical Sciences Fay W. Boozman College of Public Health. Little Rock, Arkansas.

Evans VL, Phillips MM, Mouden LD, Eigenbrodt M. (2004). *Arkansas Year 2003: Oral Health Screening*. Arkansas Department of Health, Office of Oral Health. Little Rock, Arkansas.

**PUBLICATIONS**

Cardenas VM, Evans VL, Balamurugan A, Faramawi MF, Delongchamp RR, Wheeler, JG. (2016). Use of electronic nicotine delivery systems and recent initiation of smoking by US children. *International Journal of Public Health*. Advance online publication. doi:10.1007/s00038-015-0783-7

**HENDRIX COLLEGE SERVICE**

Faculty advisor for UAMS/Hendrix 4+1 program (2011-2015)

Faculty advisor for Kinesiology and Health Sciences Society (2010-2015)

Faculty advisor for Conway Interfaith Clinic Student Outreach Program (2014-2015)

Member of Human Subjects Review Board (2011-2015)

Member of Athletic Advisory Committee (2012-13)

Member of Biosafety Committee (2012-14)

Member of Council of New Student Advisors (2012-2013)

Member of Student Life Committee (2013-present, Chair 14-15)

Member of Medical Humanities Advisory Committee (2013-2015)

Member of various faculty and staff search committees

**COMMUNITY SERVICE**

Ronald McDonald Charities of Arkansas

Susan G. Komen Race for the Cure

Jefferson Elementary Parent-Teacher Association

**PROFESSIONAL SERVICE**

American Public Health Association – Maternal & Child Health Section (reviewer, 2009-2015)  
Undergraduate Education for Public Health Summit (reviewer, 2013-2015)  
Editorial board for the *Above the Line Project Journal* (2013-2015)

**PROFESSIONAL AFFILIATIONS**

American Public Health Association  
Arkansas Public Health Association  
Delta Omega Honorary Society in Public Health, Beta Delta chapter (inducted May 2011)  
Alpha Kappa Delta National Sociology Honor Society (inducted May 2002)

**Professional References available upon request.**

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION I PROCUREMENT SPECIFICS:**

CHOOSE OFFICE OR DIVISION: Division of Provider Services and Quality Assurance  
 TYPE OF PROCUREMENT: Request for Proposals      PROCUREMENT ISSUE DATE: 01/24/14  
 IF SOLE SOURCE BY LAW, CITE LAW: \_\_\_\_\_      SOLICITATION #:  
 COMPLETE FOR SUB-GRANTS ONLY: \_\_\_\_\_      PURCHASE REQUISITION #:  
 FOR DISCRETIONARY SUB-GRANTS: \_\_\_\_\_      I.T. ELEMENTS IN AGREEMENT?

**SECTION II AGREEMENT PERIOD:**

AGREEMENT BEGIN DATE: 07/01/14	AGREEMENT END DATE: 06/30/19
PROCUREMENT END DATE: 06/30/21	EFFECTIVE DATE FOR THIS ACTION: 06/30/18

**SECTION III ACTION REQUESTED:**

AGREEMENT NUMBER: 4600031897      ACTION #: A05      AGREEMENT TYPE: Professional/Consulting Services (PCS)  
 ACTION TYPE: Amendment      PURCHASE ORDER(S) THIS FISCAL YEAR:

**SECTION IV FUNDING RECIPIENT:**

VENDOR NUMBER: 100161008  
 NAME: Palco, Inc.  
 ADDRESS: 17300 Chenal Parkway, Suite 300, Little Rock, AR 72223  
 \*REMIT TO\* ADDRESS & AASIS #, if different  
 CONTACT NAME: Larry Paladino      TITLE: President      PHONE incl. Area Code: 501-753-4933  
 E-MAIL ADDRESS: larrypaladino@sbcglobal.net

**SECTION V PURPOSE OF THIS ACTION:**

Amend to extend and add funding to continue Fiscal/Employer Agent (F/EA) services for Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan.

Indicate geographical service coverage area (or benefit area). List County(s) served or Statewide

Statewide

**SECTION VI AGREEMENT LIABILITY ("PREVIOUS" Shows Total of All Previous Actions) :**

	PREVIOUS	THIS ACTION	TOTAL
COMPENSATION (PCS) or SERVICES (TGS):	\$ 11,778,924.00	\$ 3,108,108.00	\$ 14,887,032.00
EXPENSE (PCS) or COMMODITIES (TGS):			\$ 0.00
<b>TOTAL:</b>	<b>\$ 11,778,924.00</b>	<b>\$ 3,108,108.00</b>	<b>\$ 14,887,032.00</b>

\*Enter decreases in funding as negative number (i.e. -\$100.00)

Total Projected Cost of agreement if all available periods of extensions are completed:      \$ 24,112,200.00

**SECTION VII FUNDING AVAILABILITY RESTRICTIONS AND EXCLUDED PROVIDER CERTIFICATION:**

Funding Availability Restrictions?    NO     YES       EXCLUDED PROVIDER LIST CHECKED:

**SECTION VIII ADDITIONAL INFORMATION: (complete or leave blank as necessary)**

**SECTION IX DIVISION/OFFICE APPROVAL AND POINTS OF CONTACT**

DIVISION / OFFICE	SUBMITTED BY	PHONE NUMBER	EMAIL	DATE SUBMITTED
Division of Provider Services and Quality Assurance	Craig Nunemaker	(501) 537-2063	craig.nunemaker@dhs.arkansas.gov	04/12/18
Contacts	NAME	TITLE	PHONE NUMBER	EMAIL ADDRESS
Program Representative	Victoria Evans	Assistant Director	501-320-6017	victoria.evans@dhs.arkansas.gov
Finance Representative	Craig Nunemaker	DPSQA CFO	501537-2063	craig.nunemaker@dhs.arkansas.gov
Division Director	Craig Cloud	Director	501-320-6439	Craig.Cloud@dhs.arkansas.gov

ATTACHMENT G

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION X FUNDING AND SERVICES (Showing Only Funding For Current Agreement Year) :**

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
Self Directed Service Budget Financial Management Services			DMS-Medicaid Administration		07/01/18	09/30/18
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0017
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
50		50				
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
\$ 0.00			\$ 777,027.00		\$ 777,027.00	
<b>PAYMENT METHOD</b>	Final Negotiated Rate	<b>PAYMENT LIMITS</b>	N/A	Certified Match amount and %, if applicable.		\$ %
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line # 1
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
Self Directed Service Budget Financial Management Services			DMS-Medicaid Administration		10/01/18	06/30/19
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0018
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
50		50				
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
\$ 0.00			\$ 2,331,081.00		\$ 2,331,081.00	
<b>PAYMENT METHOD</b>	Final Negotiated Rate	<b>PAYMENT LIMITS</b>	N/A	Certified Match amount and %, if applicable.		\$ %
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line # 2
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
					\$ 0.00	
<b>PAYMENT METHOD</b>		<b>PAYMENT LIMITS</b>		Certified Match amount and %, if applicable.		\$ %
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:		P.O. Line #
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
					\$ 0.00	
<b>PAYMENT METHOD</b>		<b>PAYMENT LIMITS</b>		Certified Match amount and %, if applicable.		\$ %
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:		P.O. Line #
Notes:						

Agreement #: 4600031897

ACTION #: A05

TYPE: Amendment

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION I PROCUREMENT SPECIFICS:**

CHOOSE OFFICE OR DIVISION: Division of Provider Services and Quality Assurance  
 TYPE OF PROCUREMENT: Request for Proposals      PROCUREMENT ISSUE DATE: 01/24/14  
 IF SOLE SOURCE BY LAW, CITE LAW: \_\_\_\_\_      SOLICITATION #:  
 COMPLETE FOR SUB-GRANTS ONLY: \_\_\_\_\_      PURCHASE REQUISITION #:  
 FOR DISCRETIONARY SUB-GRANTS: \_\_\_\_\_      I.T. ELEMENTS IN AGREEMENT?

**SECTION II AGREEMENT PERIOD:**

AGREEMENT BEGIN DATE: <u>07/01/14</u>	AGREEMENT END DATE: <u>06/30/20</u>
PROCUREMENT END DATE: <u>06/30/21</u>	EFFECTIVE DATE FOR THIS ACTION: <u>06/30/19</u>

**SECTION III ACTION REQUESTED:**

AGREEMENT NUMBER: 4600031897      ACTION #: A06      AGREEMENT TYPE: Professional/Consulting Services (PCS)  
 ACTION TYPE: Amendment      PURCHASE ORDER(S) THIS FISCAL YEAR:

**SECTION IV FUNDING RECIPIENT:**

VENDOR NUMBER: 100161008  
 NAME: Palco, Inc.  
 ADDRESS: 17300 Chenal PKWY STE 300, Little Rock, AR 72223  
 \*REMIT TO\* ADDRESS & AASIS #, if different  
 CONTACT NAME: Larry Paladino      TITLE: President      PHONE incl. Area Code: 501-753-4933  
 E-MAIL ADDRESS: larrypaladino@sbcglobal.net

**SECTION V PURPOSE OF THIS ACTION:**

Amend to extend and add funding to continue Fiscal/Employer Agent (F/EA) services for Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan.

Indicate geographical service coverage area (or benefit area). List County(s) served or Statewide

Statewide

**SECTION VI AGREEMENT LIABILITY ("PREVIOUS" Shows Total of All Previous Actions) :**

	PREVIOUS	THIS ACTION	TOTAL
COMPENSATION (PCS) or SERVICES (TGS):	\$ 14,887,032.00	\$ 3,108,108.00	\$ 17,995,140.00
EXPENSE (PCS) or COMMODITIES (TGS):			\$ 0.00
<b>TOTAL:</b>	<b>\$ 14,887,032.00</b>	<b>\$ 3,108,108.00</b>	<b>\$ 17,995,140.00</b>

\*Enter decreases in funding as negative number (i.e. -\$100.00)

Total Projected Cost of agreement if all available periods of extensions are completed: \$ 24,112,200.00

**SECTION VII FUNDING AVAILABILITY RESTRICTIONS AND EXCLUDED PROVIDER CERTIFICATION:**

Funding Availability Restrictions? NO  YES       EXCLUDED PROVIDER LIST CHECKED:

**SECTION VIII ADDITIONAL INFORMATION: (complete or leave blank as necessary)**

**SECTION IX DIVISION/OFFICE APPROVAL AND POINTS OF CONTACT**

DIVISION / OFFICE	SUBMITTED BY	PHONE NUMBER	EMAIL	DATE SUBMITTED
Division of Provider Services and Quality Assurance	Craig Nunemaker	(501) 537-2063	craig.nunemaker@dhs.arkansas.gov	
Contacts	NAME	TITLE	PHONE NUMBER	EMAIL ADDRESS
Program Representative	Victoria Evans	Assistant Director	501-320-6017	victoria.evans@dhs.arkansas.gov
Finance Representative	Craig Nunemaker	DPSQA CFO	501537-2063	craig.nunemaker@dhs.arkansas.gov
Division Director	Craig Cloud	Director	501-320-6439	Craig.Cloud@dhs.arkansas.gov

*ATTACHMENT H*

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION X FUNDING AND SERVICES (Showing Only Funding For Current Agreement Year) :**

PROGRAM NAME			FUNDING NAME		FROM	TO
Self Directed Service Budget Financial Management Services			DMS-Medicaid Administration		07/01/19	09/30/19
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
PWD8600	897	5100001000	510 00.04	Compensation	418257	HC1X0018
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
50		50				
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
\$ 0.00			\$ 777,027.00		\$ 777,027.00	
PAYMENT METHOD	Final Negotiated Rate	PAYMENT LIMITS	N/A	Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line #	1
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
Self Directed Service Budget Financial Management Services			DMS-Medicaid Administration		10/01/19	06/30/20
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
PWD8600	897	5100001000	510 00.04	Compensation	418257	HC1X0019
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
50		50				
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
\$ 0.00			\$ 2,331,081.00		\$ 2,331,081.00	
PAYMENT METHOD	Final Negotiated Rate	PAYMENT LIMITS	N/A	Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line #	2
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
					\$ 0.00	
PAYMENT METHOD		PAYMENT LIMITS		Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED	CFDA NUMBER:		P.O. Line #	
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
					\$ 0.00	
PAYMENT METHOD		PAYMENT LIMITS		Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED	CFDA NUMBER:		P.O. Line #	
Notes:						

Agreement #: 4600031897

ACTION #: A06

TYPE: Amendment

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION I PROCUREMENT SPECIFICS:**

CHOOSE OFFICE OR DIVISION: Division of Provider Services and Quality Assurance  
 TYPE OF PROCUREMENT: Request for Proposals      PROCUREMENT ISSUE DATE: 09/03/13  
 IF SOLE SOURCE BY LAW, CITE LAW: \_\_\_\_\_      SOLICITATION # \_\_\_\_\_  
 COMPLETE FOR SUB-GRANTS ONLY: \_\_\_\_\_      PURCHASE REQUISITION #: \_\_\_\_\_  
 FOR DISCRETIONARY SUB-GRANTS: \_\_\_\_\_      I.T. ELEMENTS IN AGREEMENT?

**SECTION II AGREEMENT PERIOD:**

AGREEMENT BEGIN DATE: 02/10/14	AGREEMENT END DATE: 06/30/19
PROCUREMENT END DATE: 06/30/20	EFFECTIVE DATE FOR THIS ACTION: 06/30/18

**SECTION III ACTION REQUESTED:**

AGREEMENT NUMBER: 4600031252      ACTION # A05      AGREEMENT TYPE: Professional/Consulting Services (PCS)  
 ACTION TYPE: Amendment      PURCHASE ORDER(S) THIS FISCAL YEAR: \_\_\_\_\_

**SECTION IV FUNDING RECIPIENT:**

VENDOR NUMBER: 100161008  
 NAME: Palco, Inc.  
 ADDRESS: 17300 Chenal Parkway, Suite 300, Little Rock, AR 72223  
 \*REMIT TO\* ADDRESS & AASIS #, if different \_\_\_\_\_  
 CONTACT NAME: Larry Paladino      TITLE: President      PHONE incl. Area Code: 501-753-4933  
 E-MAIL ADDRESS: larrypaladino@sbcglobal.net

**SECTION V PURPOSE OF THIS ACTION:**

Amend to extend time only.

Indicate geographical service coverage area (or benefit area). List County(s) served or Statewide

Statewide

**SECTION VI AGREEMENT LIABILITY ("PREVIOUS" Shows Total of All Previous Actions) :**

	PREVIOUS	THIS ACTION	TOTAL
COMPENSATION (PCS) or SERVICES (TGS):	\$ 27,481,420.00	\$ 0.00	\$ 27,481,420.00
EXPENSE (PCS) or COMMODITIES (TGS):			\$ 0.00
<b>TOTAL:</b>	<b>\$ 27,481,420.00</b>	<b>\$ 0.00</b>	<b>\$ 27,481,420.00</b>

\*Enter decreases in funding as negative number (i.e. -\$100.00)

Total Projected Cost of agreement if all available periods of extensions are completed: \$ 55,477,760.00

**SECTION VII FUNDING AVAILABILITY RESTRICTIONS AND EXCLUDED PROVIDER CERTIFICATION:**

Funding Availability Restrictions? NO  YES       EXCLUDED PROVIDER LIST CHECKED:

**SECTION VIII ADDITIONAL INFORMATION: (complete or leave blank as necessary)**

**SECTION IX DIVISION/OFFICE APPROVAL AND POINTS OF CONTACT**

DIVISION / OFFICE	SUBMITTED BY	PHONE NUMBER	EMAIL	DATE SUBMITTED
Division of Provider Services and Quality Assurance	Craig Nunemaker	(501) 537-2063	craig.nunemaker@dhs.arkansas.gov	04/12/18
Contacts	NAME	TITLE	PHONE NUMBER	EMAIL ADDRESS
Program Representative	Victoria Evans	Assistant Director	501-320-3964	victoria.evans@dhs.arkansas.gov
Finance Representative	Craig Nunemaker	DPSQA CFO	501537-2063	craig.nunemaker@dhs.arkansas.gov
Division Director	Craig Cloud	Director	501-320-6439	Craig.Cloud@dhs.arkansas.gov

ATTACHMENT I

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION X FUNDING AND SERVICES (Showing Only Funding For Current Agreement Year) :**

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
SDSB Counseling Support			DMS-Medicaid Administration		07/01/18	09/30/18
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0017
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
50		50				
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
\$ 0.00			\$ 1,515,080.00		\$ 1,515,080.00	
<b>PAYMENT METHOD</b>	Final Negotiated Rate	<b>PAYMENT LIMITS</b>	N/A	<b>Certified Match amount and %, If applicable.</b>		<b>\$ %</b>
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED		<b>CFDA NUMBER:</b>	93.778	<b>P.O. Line #</b> 1
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
SDSB Counseling Support			DMS-Medicaid Administration		10/01/18	06/30/19
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0018
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
50		50				
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
\$ 0.00			\$ 4,545,240.00		\$ 4,545,240.00	
<b>PAYMENT METHOD</b>	Final Negotiated Rate	<b>PAYMENT LIMITS</b>	N/A	<b>Certified Match amount and %, If applicable.</b>		<b>\$ %</b>
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED		<b>CFDA NUMBER:</b>	93.778	<b>P.O. Line #</b> 2
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
					\$ 0.00	
<b>PAYMENT METHOD</b>		<b>PAYMENT LIMITS</b>		<b>Certified Match amount and %, If applicable.</b>		<b>\$ %</b>
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED		<b>CFDA NUMBER:</b>		<b>P.O. Line #</b>
Notes:						

<b>PROGRAM NAME</b>			<b>FUNDING NAME</b>		<b>FROM</b>	<b>TO</b>
<b>FUND</b>	<b>FUND CENTER</b>	<b>GENERAL LEDGER</b>	<b>COMMIT. ITEM</b>	<b>COMPENSATION / REIMBURSABLE</b>	<b>COST CENTER</b>	<b>INTERNAL ORDER</b>
<b>FEDERAL %</b>		<b>STATE %</b>		<b>CASH %</b>	<b>TRUST %</b>	<b>OTHER %</b>
<b>CURRENT FUNDING AMOUNT</b>			<b>AMOUNT OF CHANGE / NEW</b>		<b>PROPOSED TOTAL FUNDING AMOUNT</b>	
					\$ 0.00	
<b>PAYMENT METHOD</b>		<b>PAYMENT LIMITS</b>		<b>Certified Match amount and %, If applicable.</b>		<b>\$ %</b>
<b>SERVICES:</b>	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/> SEE ATTACHED		<b>CFDA NUMBER:</b>		<b>P.O. Line #</b>
Notes:						

Agreement #: 4600031252

ACTION #: A05

TYPE: Amendment

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION I PROCUREMENT SPECIFICS:**

CHOOSE OFFICE OR DIVISION: Division of Provider Services and Quality Assurance  
 TYPE OF PROCUREMENT: Request for Proposals      PROCUREMENT ISSUE DATE: 09/03/13  
 IF SOLE SOURCE BY LAW, CITE LAW: \_\_\_\_\_      SOLICITATION #: \_\_\_\_\_  
 COMPLETE FOR SUB-GRANTS ONLY: \_\_\_\_\_      PURCHASE REQUISITION #: \_\_\_\_\_  
 FOR DISCRETIONARY SUB-GRANTS: \_\_\_\_\_      I.T. ELEMENTS IN AGREEMENT?

**SECTION II AGREEMENT PERIOD:**

AGREEMENT BEGIN DATE: <u>02/10/14</u>	AGREEMENT END DATE: <u>06/30/20</u>
PROCUREMENT END DATE: <u>06/30/20</u>	EFFECTIVE DATE FOR THIS ACTION: <u>06/30/19</u>

**SECTION III ACTION REQUESTED:**

AGREEMENT NUMBER: 4600031252      ACTION #: A06      AGREEMENT TYPE: Professional/Consulting Services (PCS)  
 ACTION TYPE: Amendment      PURCHASE ORDER(S) THIS FISCAL YEAR: \_\_\_\_\_

**SECTION IV FUNDING RECIPIENT:**

VENDOR NUMBER: 100161008  
 NAME: Paco, Inc.  
 ADDRESS: 17300 Chenal PKWY STE 300, Little Rock, AR 72223  
 \*REMIT TO\* ADDRESS & AASIS #, if different: \_\_\_\_\_  
 CONTACT NAME: Larry Paladino      TITLE: President      PHONE incl. Area Code: 501-753-4933  
 E-MAIL ADDRESS: larrypaladino@sbcglobal.net

**SECTION V PURPOSE OF THIS ACTION:**

Amend to extend and add funding for Self-Directed Service Budget (SDSB) Counseling Support services for participants in a state plan or waiver program offering the self directed service delivery model.

Indicate geographical service coverage area (or benefit area). List County(s) served or Statewide

Statewide

**SECTION VI AGREEMENT LIABILITY ("PREVIOUS" Shows Total of All Previous Actions) :**

	PREVIOUS	THIS ACTION	TOTAL
COMPENSATION (PCS) or SERVICES (TGS):	\$ 27,481,420.00	\$ 6,060,320.00	\$ 33,541,740.00
EXPENSE (PCS) or COMMODITIES (TGS):	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL:</b>	<b>\$ 27,481,420.00</b>	<b>\$ 6,060,320.00</b>	<b>\$ 33,541,740.00</b>

\*Enter decreases in funding as negative number (i.e. -\$100.00)

Total Projected Cost of agreement if all available periods of extensions are completed:      \$ 55,477,760.00

**SECTION VII FUNDING AVAILABILITY RESTRICTIONS AND EXCLUDED PROVIDER CERTIFICATION:**

Funding Availability Restrictions?    NO     YES       EXCLUDED PROVIDER LIST CHECKED:

**SECTION VIII ADDITIONAL INFORMATION:** (complete or leave blank as necessary)

**SECTION IX DIVISION/OFFICE APPROVAL AND POINTS OF CONTACT**

DIVISION / OFFICE	SUBMITTED BY	PHONE NUMBER	EMAIL	DATE SUBMITTED
Division of Provider Services and Quality Assurance	Craig Nunemaker	(501) 537-2063	craig.nunemaker@dhs.arkansas.gov	

Contacts	NAME	TITLE	PHONE NUMBER	EMAIL ADDRESS
Program Representative	Victoria Evans	Assistant Director	501-320-3964	victoria.evans@dhs.arkansas.gov
Finance Representative	Craig Nunemaker	DPSQA CFO	501537-2063	craig.nunemaker@dhs.arkansas.gov
Division Director	Craig Cloud	Director	501-320-6439	Craig.Cloud@dhs.arkansas.gov

*ATTACHMENT J*

**DEPARTMENT OF HUMAN SERVICES  
AUTHORIZATION FORM**

**SECTION X FUNDING AND SERVICES (Showing Only Funding For Current Agreement Year) :**

PROGRAM NAME			FUNDING NAME		FROM	TO
SDSB Counseling Support			DMS-Medicaid Administration		07/01/19	09/30/19
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0018
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
50		50				
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
\$ 0.00			\$ 1,515,080.00		\$ 1,515,080.00	
PAYMENT METHOD	Final Negotiated Rate	PAYMENT LIMITS	N/A	Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line # 1
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
SDSB Counseling Support			DMS-Medicaid Administration		10/01/19	06/30/20
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
PWD8600	897	5100001000	510.00.04	Compensation	418257	HC1X0019
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
50		50				
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
\$ 0.00			\$ 4,545,240.00		\$ 4,545,240.00	
PAYMENT METHOD	Final Negotiated Rate	PAYMENT LIMITS	N/A	Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:	93.778	P.O. Line # 2
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
					\$ 0.00	
PAYMENT METHOD		PAYMENT LIMITS		Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:		P.O. Line #
Notes:						

PROGRAM NAME			FUNDING NAME		FROM	TO
FUND	FUND CENTER	GENERAL LEDGER	COMMIT. ITEM	COMPENSATION / REIMBURSABLE	COST CENTER	INTERNAL ORDER
FEDERAL %		STATE %		CASH %	TRUST %	OTHER %
CURRENT FUNDING AMOUNT			AMOUNT OF CHANGE / NEW		PROPOSED TOTAL FUNDING AMOUNT	
					\$ 0.00	
PAYMENT METHOD		PAYMENT LIMITS		Certified Match amount and %, if applicable.		\$ %
SERVICES:	<input checked="" type="checkbox"/> NOT APPLICABLE	<input type="checkbox"/>	SEE ATTACHED	CFDA NUMBER:		P.O. Line #
Notes:						

Agreement #: 4600031252

ACTION #: A06

TYPE: Amendment



**STATE OF ARKANSAS**  
**AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES CONTRACT**

CONTRACT #: 4600031897

AMENDMENT #: 05

**1. CONTRACTING PARTIES:**

AGENCY NUMBER & NAME	0710-DHS	Division of Provider Services and Quality Assurance	<input type="checkbox"/> Service Bureau
VENDOR NAME	Palco, Inc.		
TRACKING # 1		TRACKING # 2	

**2. NEW CONTRACT EXPIRATION DATE:** June 30, 2019  
mm/dd/yyyy (If not extending contract to new date, please leave blank)

**3. PURPOSE OF AMENDMENT:**

Amend to extend and add funding to continue Fiscal/Employer Agent (F/EA) services for Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan.

**4. AMENDED DOLLAR AMOUNT:**

For each amendment involving a change in the contract dollar amount, enter the previous contract amounts. Enter this amendment's amounts, showing (+) for increase and (-) for decrease, in compensation and/or reimbursable expenses. Enter the new total compensation and/or reimbursable expenses for this contract. Note: Any increase in the rate of compensation must be accompanied by a copy of the original contract language authorizing such increase.

	PREVIOUS	THIS AMENDMENT	NEW TOTAL
COMPENSATION	\$ 11,778,924.00	\$ 3,108,108.00	\$ 14,887,032.00
EXPENSE	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 11,778,924.00	\$ 3,108,108.00	\$ 14,887,032.00

Total dollar amount paid on contract as of this date: \$ 9,931,855.52 as of May 18, 2018  
mm/dd/yyyy

UPDATED TOTAL PROJECTED COST	\$ 24,112,200.00
------------------------------	------------------

**5. NEW AND/OR REVISED ATTACHMENTS:** Attachment 3 Budget; Attachment 4 Employee List; Attachment 5 Business Associate Agreement; Attachment 7 Contractor Disclosure; Attachment 8 Illegal Immigrant Certification

EXCEPT AS SPECIFICALLY AMENDED HEREIN (OR AS ATTACHED) ALL OTHER TERMS AND CONDITIONS OF THE ABOVE REFERENCED CONTRACT REMAIN UNCHANGED.

**6. SIGNATURES:**

Alicia Paladino Digitally signed by Alicia Paladino Date: 2018.05.23 16:27:39 -0500 5/23/18

Cindy Gillespie Digitally signed by Cindy Gillespie Date: 2018.05.22 16:51:03 -0500

VENDOR \_\_\_\_\_ DATE \_\_\_\_\_  
 CEO \_\_\_\_\_  
 TITLE \_\_\_\_\_  
 Palco, Inc.  
 17300 Chenal Parkway, Suite 300  
 Little Rock, AR 72223  
 ADDRESS \_\_\_\_\_

AGENCY DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_  
 TITLE \_\_\_\_\_  
 Arkansas Department of Human Services  
 Division of Provider Services and Quality Assurance  
 PO Box 1437 Slot S530  
 Little Rock, AR 72203-1437  
 ADDRESS \_\_\_\_\_

APPROVED:   
 DEPARTMENT OF FINANCE AND ADMINISTRATION

6/15/18 dh  
 DATE

ATTACHMENT K

**STATE OF ARKANSAS**  
**AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES CONTRACT**

CONTRACT #: 4600031897

AMENDMENT #: 05

**7. AGENCY CONTACTS FOR QUESTION(S) REGARDING THIS CONTRACT:**

**Contact #1 – Agency Representative submitting/tracking this contract**

Victoria Evans	Assistant Director
(Name)	(Title)
(501) 320-6017	victoria.evans@dhs.arkansas.gov
(Telephone #)	(Email)

**Contact #2 – Agency Representative with knowledge of this project (for general questions and responses)**

Craig Nunemaker	DPSQA CFO
(Name)	(Title)
(501) 537-2063	craig.nunemaker@dhs.arkansas.gov
(Telephone #)	(Email)

**Contact #3 – Agency Representative Director or Critical Contact (for time sensitive questions and responses)**

Craig Cloud	Director
(Name)	(Title)
(501) 320-6439	craig.cloud@dhs.arkansas.gov
(Telephone #)	(Email)

**8. SOURCE OF FUNDS:**

Complete appropriate box(es) below to total 100% of the funding in this contract to date.

Fund Source	Identify Source of Funds*	Fund	Fund Center	Amount of Funding ***	% of Total Contract Cost ***
Federal Funds	Medicaid (CFDA 93.778)	PWD8600	897	\$ 7,443,516.00	50.0
State Funds**	State General Revenue	PWD8600	897	\$ 7,443,516.00	50.0
Cash Funds					
Trust Funds					
Other Funds					
<b>TOTALS</b>				<b>\$ 14,887,032.00</b>	<b>100.0</b>

\* **MUST BE SPECIFIC** (i.e. fees, tuition, agricultural sales, bond proceeds, donations, etc.)

\*\* "State Funds" is defined as and deemed State General Revenue Dollars. If other state funds are being used such as tobacco funds, general improvement funds, etc., these should be noted. Special revenue funds from taxes or fees generated for the agencies should be shown as "Other" and the actual source of the funds should be clarified in the "Identify Source of Funds."

\*\*\* Funding and percentages shall reflect the total of the contract including all amendments to date.



# STATE OF ARKANSAS

## AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES CONTRACT

CONTRACT #: 4600031897

AMENDMENT #: 06

**1. CONTRACTING PARTIES:**

<b>AGENCY NUMBER &amp; NAME</b>	0710-DHS Division of Provider Services and Quality Assurance	<input type="checkbox"/> Service Bureau
<b>VENDOR NAME</b>	Palco, Inc.	
<b>TRACKING # 1</b>		<b>TRACKING # 2</b>

**2. NEW CONTRACT EXPIRATION DATE:** June 30, 2020  
mm/dd/yyyy (If not extending contract to new date, please leave blank)

**3. PURPOSE OF AMENDMENT:**

Amend to extend and add funding to continue Fiscal/Employer Agent (F/EA) services for Self-Directed Financial Management Services delivery model to Medicaid recipients in a statewide plan.

**4. AMENDED DOLLAR AMOUNT:**

For each amendment involving a change in the contract dollar amount, enter the previous contract amounts. Enter this amendment's amounts, showing (+) for increase and (-) for decrease, in compensation and/or reimbursable expenses. Enter the new total compensation and/or reimbursable expenses for this contract. **Note:** Any increase in the rate of compensation must be accompanied by a copy of the original contract language authorizing such increase.

	PREVIOUS	THIS AMENDMENT	NEW TOTAL
<b>COMPENSATION</b>	\$ 14,887,032.00	\$ 3,108,108.00	\$ 17,995,140.00
<b>EXPENSE</b>	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL</b>	\$ 14,887,032.00	\$ 3,108,108.00	\$ 17,995,140.00

Total dollar amount paid on contract as of this date: \$ 12,852,380.52 as of March 8, 2019  
mm/dd/yyyy

<b>UPDATED TOTAL PROJECTED COST</b>	<b>\$ 24,112,200.00</b>
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**5. NEW AND/OR REVISED ATTACHMENTS:** Revised: Attachment 3-Budget; Attachment 4-Employee list; Attachment 5 - Business Associate Agreement; Attachment 7 Contractor Disclosure, Attachment 8 Illegal Immigrant Certification

EXCEPT AS SPECIFICALLY AMENDED HEREIN (OR AS ATTACHED) ALL OTHER TERMS AND CONDITIONS OF THE ABOVE REFERENCED CONTRACT REMAIN UNCHANGED.

**6. SIGNATURES:**

Alicia Paladino Digitally signed by Alicia Paladino  
Date: 2019.04.05 17:01:28 -0500 4/5/19

Cindy Gillespie Digitally signed by Cindy Gillespie  
Date: 2019 04 04 10 21 06 -05 00

**VENDOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**AGENCY DIRECTOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**CEO** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**TITLE**  
Palco, Inc.

**TITLE**  
Arkansas Department of Human Services  
Division of Provider Services and Quality Assurance  
PO Box 1437 Slot 530  
Little Rock, AR 72203-1437

**ADDRESS**  
17300 Chenal Parkway, Suite 300  
Little Rock, AR 72223

**ADDRESS**  
Little Rock, AR 72203-1437

**APPROVED:** 

05/20/19 MP

DEPARTMENT OF FINANCE AND ADMINISTRATION

DATE

*ATTACHMENT L*

**STATE OF ARKANSAS**  
**AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES CONTRACT**

CONTRACT #: 4600031897

AMENDMENT #: 06

**7. AGENCY CONTACTS FOR QUESTION(S) REGARDING THIS CONTRACT:**

**Contact #1 – Agency Representative submitting/tracking this contract**

Victoria Evans	Assistant Director
(Name)	(Title)
(501) 320-6017	victoria.evans@dhs.arkansas.gov
(Telephone #)	(Email)

**Contact #2 – Agency Representative with knowledge of this project (for general questions and responses)**

Craig Nunemaker	DPSQA CFO
(Name)	(Title)
(501) 537-2063	craig.nunemaker@dhs.arkansas.gov
(Telephone #)	(Email)

**Contact #3 – Agency Representative Director or Critical Contact (for time sensitive questions and responses)**

Craig Cloud	Director
(Name)	(Title)
(501) 320-6439	Craig.Cloud@dhs.arkansas.gov
(Telephone #)	(Email)

**8. SOURCE OF FUNDS:**

Complete appropriate box(es) below to total 100% of the funding in this contract to date.

Fund Source	Identify Source of Funds*	Fund	Fund Center	Amount of Funding ***	% of Total Contract Cost ***
Federal Funds	DMS-Medicaid Administration	PWD8600	897	\$ 8,997,570.00	50.0
State Funds**	DMS-Medicaid Administration	PWD8600	89	\$ 8,997,570.00	50.0
Cash Funds					
Trust Funds					
Other Funds					
<b>TOTALS</b>				<b>\$ 17,995,140.00</b>	<b>100.0</b>

\* **MUST BE SPECIFIC** (i.e. fees, tuition, agricultural sales, bond proceeds, donations, etc.)

\*\* "State Funds" is defined as and deemed State General Revenue Dollars. If other state funds are being used such as tobacco funds, general improvement funds, etc., these should be noted. Special revenue funds from taxes or fees generated for the agencies should be shown as "Other" and the actual source of the funds should be clarified in the "Identify Source of Funds."

\*\*\* Funding and percentages shall reflect the total of the contract including all amendments to date.