



Executive Committee Summary of Meeting Minutes July 21, 2016

EXECUTIVE COMMITTEE MEMBERS	DEPARTMENT OF HUMAN SERVICES
Gerd Clabaugh – present	Chuck Palmer –
Dennis Tibben – present	Mikki Stier – present
Sara Allen – present	Deb Johnson –
Kristie Oliver – present	Liz Matney –
Shelly Chandler – present	Matt Highland – present
Anthony Carroll – present	Lindsay Buechel – present
Jim Cushing – present	Sean Bagniewski – present
Cindy Baddeloo – phone-in	Amy McCoy – present
Kate Gainer –	Luisito Cabrera – present
	Alisha Timmerman – present

Introduction

There was a roll call of Executive Committee members.

Approval of Executive Committee Meeting Minutes from June 21, 2016

Gerd invited the group to voice comments or changes to the June 21, 2016 meeting minutes. Gerd declared that the meeting minutes of the Executive Committee (EC) held on June 21, 2016, stands approved.

Executive Committee Document Follow-Up and Further Development

Work Plan Agenda

Gerd reminded the group about the need to form the Agenda for the next Full Council meeting. He outlined the following for the Agenda:

1. Creating a report from the Executive Committee on the work we've been doing since the last meeting – a summary report to bring everyone up-to-date on the work of the MAAC.
2. Discuss the law change and the administrative rules change.
3. Further discussion of the elections in light of the law change.
4. Regular updates from the MCOs
5. Update and summary information on the Public Comment meetings

Action Items

- Report on deliberations of prior year need to be submitted by November 15. Gerd, Mikki, and Lindsay to discuss for August Full Council meeting.

Action Plan

Mikki reviewed the latest Action Items reporting grid and stated that specific items pertaining to which body can make recommendations and the differentiation between the duties of a Co-Chairperson and the Vice-Chairperson will be addressed in the draft Administrative Rules. She covered a variety of items from the reporting grid including the reporting template for what is required of the MCOs, job descriptions for the MAAC members, the dashboard, process flowcharts, table of PAs, She underscored those items that are completed and those that are still works in progress.

Action Items

- Reformat the Action Items Reporting Grid to clearly show when items have been completed but not delete any completed items. It was suggested to move the completed items at the end of the grid.

Further Discussion Regarding Legislation

Administrative Rules Workgroup Update on Progress, MAAC Meeting Guideline, Open Seat on Executive Committee

Gerd stated that the wholesale change in the makeup of the MAAC (Full Council and Executive Committee) as a result of the new law was not anticipated. Discussion ensued among the Executive Committee members pertaining to the five professional positions and the five public/consumer positions. Discussions also involved the process of filling the positions relative to the current Executive Committee members and their existing two-year terms, the necessary changes as prescribed by the new law, and the election and transition process for the new makeup of the MAAC. Gerd transitioned to discussion of the administrative rules as prescribed by the rubric of the new law.

Action Items

- Post the copy of the tracked draft version of the Administrative Rules on the MAAC web page.
- Call a special meeting by phone of Executive Committee to discuss this further and in consultation with Director Palmer.
- Executive Committee members to review and react to the details of the new administrative rules and provide substantive feedback to discuss at the special meeting prior to the August Full Council meeting with the aim to include recommendations as part of the Full Council agenda.

LTC Ombudsman Standing Item

Anthony brought up point about the monthly report from the Ombudsman's office. Mikki pointed out that there is a designated person at the Ombudsman's office who will provide the report.

Oversight and Data Workgroup

Discussion involved the availability of the data dashboard, the monthly reports, and the billing claims submission/denials data. Mikki mentioned the request by Director Palmer to form a special work group comprised of Executive Committee and Full Council members to review and to look at the role of the Committee and their oversight in looking and analyzing data. Jim suggested making the report on claims processing as a standard agenda item at the Executive Committee meetings to keep provider payments in check.

Action Items

- Formation of a special work group as previously requested by Director Palmer

Listening Session Criteria for Reporting

Anthony provided feedback on the most recent public comment meeting in Cedar Rapids indicating the claims processing/payment/denial issue that providers are encountering. He mentioned the better responses from MCOs regarding the systems that each MCO has in place regarding PAs. Lindsay stated that the issues that have been expressed at these meetings have been consistent in theme.

Action Items

- Post the summary of the Cedar Rapids Public Comment meeting on the MAAC web page.

Public Comment (Non-Executive Committee Members)

Gerd solicited comments. No comments were made.

Adjourn

4:40 P.M.