



Executive Committee Summary of Meeting Minutes November 4, 2016

EXECUTIVE COMMITTEE MEMBERS	DEPARTMENT OF HUMAN SERVICES
Gerd Clabaugh – present	Chuck Palmer –
David Hudson – present	Mikki Stier – present
Dennis Tibben – present	Deb Johnson –
Natalie Ginty – present	Liz Matney – present
Shelly Chandler – present	Matt Highland – present
Cindy Baddeloo – present	Lindsay Paulson – present
Kate Gainer – present	Sean Bagniewski – present
Lori Allen – present	Amy McCoy –
Richard Crouch –	Luisito Cabrera – present
Julie Fugenschuh – present	Alisha Timmerman – present
Jodi Tomlonovic – present	

Introduction

Gerd called the meeting to order and performed the roll call. Executive Committee attendance is as reflected above.

Approval of the Executive Committee Meeting Minutes of September 28, 2016

Minutes of the Executive Committee meeting of September 28, 2016 was approved.

Administrative Rules Draft Review and Approval

After initial discussions at the August Full Council meeting and subsequent discussions thereafter, the revised draft of the Administrative Rules was provided to the Committee which included minor updates on the distinction between the co-chair and the public co-chair, clarification on voting and non-voting members in the Council, the rules governing the drafting of recommendations to the Department, and clarification on the process for voting for business and professional entities in the Executive Committee. It was made clear that members were to be elected as an entity and not the individual, and that business and professional entities were to then choose their representative for the position. It was made clear that public members vote for public and professional entities vote for the business and professional entities. Gerd suggested that the Attorney General's office be requested to give an orientation for the Executive Committee to clarify expectations in addition to governance training and recommended that the document should also specify details of any special election process and that ballots only include the entity name and not the name of the representative.

Gerd clarified the process of recommendations to the Department. The Administrative Rules Draft was approved with correction to previously specified vacancy amendments and the addition of a preamble detailing suggested changes to the document.

Action Items:

- Request that the Attorney General's office attend a future meeting for orientation and the expectations for the Executive Committee members in addition to governance training and new sunshine advisory. To take place in January 2017.
- Bring back the AG's office as an update of the change in governance
- One-pager as preamble to Administrative Rules outlining changes that have been made to the document and submitted to the DHS Council

Action Items Update

Mikki reviewed the outstanding items on the Action Items document. The reports on deliberations were to be discussed in the day's Committee meeting as well as discussion regarding the development of a workgroup for analyzing data. The determination of Committee members to attend future public comment meetings was outstanding pending the development of a 2017 schedule.

Public Comment Listening Sessions Summary

Lindsay stated that had thus far held 8 sessions and that the next meeting would be November 17, 2016 in Ottumwa, IA and the last meeting had taken place in Sioux City on October 11, 2016. Per legislation, beginning in March 2017, meetings to take place every other month through December 31, 2017.

Action Items:

- 2017 IA Health Link Public Comment meetings calendar
- Determine volunteers from the Executive Committee to attend the 2017 IA Health Link Public Comment meetings

Update on Required Legislative Reports

Public Comment Meeting Summary – Quarterly Recommendations

Lindsay discussed that per House File 2460, the Executive Committee is to make recommendations on a quarterly basis to the Department based on the feedback in Public Comment meeting summaries. The Committee agreed that recommendations should remain at a high level based on overarching issues within the summaries and from personal experiences. One-off situations to be handled by the Department and are tracked to determine root cause for resolution. Topic is to be further discussed in November 21, 2016, Full Council meeting and recommendations to be made for Executive Committee review in November 29, 2016 meeting. Additional general recommendations from the Committee are also to be a standing agenda item with assistance of quarterly reports and data provided by the Department.

Action Items:

- Calendar to be developed by the Department regarding when reports are to be due and process timeline for when data is to be reviewed and recommendations made. Information to be added to the work plan.

Summary of Discussions Regarding Managed Care

Summaries are to be submitted by the Council on Human Services, the MAAC, the *hawk-i* Board, the Mental Health and Disability Services Commission, and the Office of Long-Term Care Ombudsman regarding discussions of managed care in meetings. Executive summaries are to be submitted to DHS no later than November 15, annually, for inclusion in the annual report submitted as required in House File 2460. Summaries of approved minutes for past year's MAAC Council and MAAC Committee meeting discussions of managed care in meeting materials. MAAC minutes had been approved so no approval was necessary for summaries and to be submitted to the Department.

Work Plan and Report Review Workgroup

The November 21, 2016, agenda was discussed in day's meeting. Report Analysis Workgroup will meet immediately after the November 29 Executive Committee meeting by extending that meeting for approximately two hours. The Report Analysis Workgroup is to be open to all Full Council members to discuss Medicaid Managed Care Reports (monthly, quarterly geographic access, and statistical) in order to make recommendations to the Department and determine what is necessary for the program to operate successfully. The January 2016, Committee meeting will include a training from the Attorney General's Office regarding the governance of the Committee.

Action Items:

- Update on the new CMS managed care rules and whether changes are necessary to be in compliance.

Public Comment (Non-Executive Committee Members)

Jim Cushing requested additional information than the current data provided by the Department. Jim recommended that DAS present to the Council on how to review data and interpret the data. Anthony Carroll inquired the length of time that the MCOs are processing Prior Authorizations

Action Items:

- The Department to provide information on status of individuals who are institutionalized in a hospital or facility for beyond 30 days and had been on waiver services although when transitioning out of institution lose their waiver services.

Adjourned

2:03 P.M.