

SCC Executive Committee
Summary of Actions from September 9, 2008 Meeting

Present: Joanne Joy, Dennise Whitley
By Phone: Deb Erikson-Irons, Dora Mills, Shawn Yardley
Also present: Mark Griswold

Agenda Items and Decisions/Next Steps

• **Review draft legislation**

- Dora presented draft legislation to the group, discussion of which took up much of the meeting. Several changes were suggested by the group.

ACTIONS:

- Dora will make changes to the legislation and work to put it into legislative language, including a “definitions” section. A final draft will be mailed to membership prior to the 9/18 meeting.
- Elaine will format the legislation in Word so that it can be viewed on a projector for the meeting.
- Mark will investigate how to link a computer to the ITV system so that edits to the legislation can be seen at the remote sites.
 - Update: The ITV equipment at Maine CDC and DHHS sites does not allow this capability.

• **Video conferencing**

- Three sites will be used: Augusta (host site), Ellsworth and Portland. OLPH staff will be available at each site to facilitate use of the Polycom equipment, set up backup conference call option and distribute materials.

ACTION:

- Michelle will ask members and interested parties to RSVP to sites so we know how many people to expect.

• **Joint meeting in December with the Advisory Committee on Health Systems Development (ACHSD)**

- ACHSD did not have the August meeting and will not meet again until September 26. Dora’s sense is that they want more of a discussion than a report out. Since ACHSD forms the SHP, they are the ones who came up with the few items that are in the SHP that relate to the DCCs.
- We can discuss at the full SCC on the 18th to come up with feedback for ACHSD. Dora can be a conduit to ACHSD based on our discussion in September.
- Initial thoughts:
 - We should emphasize that this is an emerging infrastructure.
 - We could use the brief “district updates” format to supplement reports out from some districts
 - It will be good for both systems to hear each other's expectations.
 - On 9/18, discussion about this should go after Mark’s OLPH update.

• **Forming the Agenda for the September 18, 2008 meeting**

- Agenda items were discussed, including:
 - Review of legislation
 - Joint meeting with ACHSD
 - OLPH update
 - Planning for the coming year
 - Workforce development (delayed)

ACTION:

- Agenda will be finalized in a conference call with Dennise, Joanne and Mark
 - Update: Agenda was finalized on 9/11 and mailed to full group on 9/12.

Mark Griswold, 9/15/08