

**Subcommittee: Evaluation**

**Date: December 10, 2014**

**Time: 3:00 to 5:00 pm**

**Location: Pine Tree Room**

**Office of Child & Family Services**

**2 Anthony Lane**

**Augusta, ME 04330**

**Co-Chairs**: Amy Wagner (DHHS/OCQI); Kathy Woods (Lewin)

**Core Member Attendance:** Shaun Alfreds (HIN), Poppy Arford (Consumer), Sadel Davis (UPC of ME), Peter Flotten (MHMC), David Hanig (Lewin), Jim Leonard (DHHS/MaineCare), Lisa Letourneau (QC), Andrew MacLean (ME Medical Association), Simonne Maline (Consumer), Jessica Newman (Lewin), Andy Paradis (Lewin), Kathy Pelletreau ( ME Assoc. of Health Plans), Kitty Purington (DHHS/MaineCare), Cindy Seekins (Parent of consumer), Angela Cole Westhoff (ME Osteopathic Assoc.), Jay Yoe (DHHS/OCQI)

**Interested Parties & Guests**: Beth Austin (Crescendo Consulting), Randy Chenard (ME SIM), Jade Christie-Maples (Lewin), Scott Good (Crescendo Consulting), Curtis Mildner (Market Decisions), Brian Robertson (Market Decisions), Amy Sun (RTI)

**Unable to attend:** Sheryl Peavey (DHHS/Commissioner’s Office), Debra Wigand (Maine CDC

| **Topics** | **Lead** | **Notes** | **Actions/Decisions** |
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| 1. **Welcome & Introductions**
 | **Wagner** | * RTI is the national evaluator contracted by the funder-CMMI ;
* Crescendo Consulting & Market Decisions will be conducting provider and consumer interviews (respectively) as part of the self-evaluation process
 | N/A  |
| 1. **SIM Overview & Governance Structure**
 | **Chenard** | Orientation for new committee to Mission, Vision, Strategic Pillars of the Innovation Model; role of SIM Steering Committee & Sub-Committees | * Review SIM Strategic Framework at next meeting
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| 1. **Overview of Maine SIM Self-Evaluation**
 | **Yoe** | Orientation for new committee to SIM grant requirements for self-evaluation; multiple, concurrent evaluations taking place, The Lewin Group’s role to conduct the self-evaluation, & self-evaluation core activities | N/A |
| 1. **Evaluation Sub-Committee**
 | **Woods** | Orientation for new committee to sub-committee structure, roles/responsibilities of members, sub-committee procedures and charter | * Committee agreed to expectations for effective meetings;
* Future meeting agendas/materials will be distributed at least 5 days prior to each meeting
* Charter & Procedures will be finalized at January meeting
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| 1. **Evaluation Overview & Activities to date**
 | **Hanig** | Orientation for new committee members to the 3 focus areas of the evaluation, key research questions to be addressed via the evaluation, evaluation methods, planned approach to report findings, and Lewin’s activities since contract effective date 7.1.2014 | * Additional discussion/strategy sessions needed to identify additional measures needed as part of the self-evaluation; current core metrics are missing measurement of Health Outcomes
* Lewin to review previous ME Cost Driver study as additional historical analytics relevant to the evaluation- <http://www.maine.gov/tools/whatsnew/attach.php?id=70889&an=1>
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| 1. **Dashboard Reporting Template**
 | **Paradis** | Demonstration of sample methods to present data related to preliminary evaluation results | * Sean from HIN expressed interest in ways to coordinate the development of the MaineCare dashboard being developed by HIN and the dashboard to be created by Lewin in the context of the self-evaluation
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| 1. **Next Steps**
 | **Wagner** | NEW location for January meeting**- NOTE also Fragrance Free building** | * Meeting materials to be posted to ME SIM website at: <http://maine.gov/dhhs/sim/committees/evaluation.shtml>
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| 1. **Public Comment**

 | **Wagner** | No public comment offered |  |

**Next Meeting: Wednesday, January 28, 2015**

**Conference Room A, 35 Anthony Avenue, Augusta, Maine Please NOTE- this is a FRAGRANCE FREE building**

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| **Workgroup Risks Tracking** |
| **Date** | **Risk Definition** | **Mitigation Options** | **Pros/Cons** | **Assigned To** |
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| **Dependencies Tracking** |
| **Payment Reform** | **Data Infrastructure** | **Delivery System Reform** | **Other** |
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