Greetings All,

I trust you have been able to enjoy some of the nice Maine summer weather and take advantage of the opportunities this time of year has to offer. It is not my intent to impose work upon you but rather to simply ask for each of you to take a few moments to contemplate the following information contained in this Between Meeting Memo:

1. **Leadership Development-** as you will recall at the last Steering Committee meeting the group identified several areas that needed to be addressed in order for the group to reach consensus. Attached is a document that provides information regarding each of these areas. Remember many current leaders are leaders because they are good decision makers. The goal of this objective is to teach current and future leaders to also be able to guide change and implement a vision. Please remember Leadership Development was an original objective of the grant. The question of going forward comes to you for two reasons. First this objective is way behind schedule. The intent was to have leaders in place to guide the transformation to Health Homes. Many Health Homes are in place but many more are in the process and could use leaders with the skills described. Additionally leaders with this skills will be very valuable to maintaining the new model of care- Health Homes, Behavioral Health Homes, ACOs…The counter argument is that at this point in time the money allocated to this objective which is now late could be used for other more timely objectives or new add-ons. No new direction for the monies not spent if the decision is to not go forward are being proposed but it does allow for monies to be available.

In short accept the loss of short-term impact but determine true long-term value to implementing this objective or decide that the monies allocated for Leadership Development might have a greater impact on the success of the grant if it were set aside and used for other objectives. Again please be prepared to come to quick consensus. If during the discussion at the August meeting you are in the minority you should be prepared to articulate what needs to change in the motion to drop your objection not what needs to change to have your full support if you feel you will not get there no matter what change is made.

1. **SIM Annual Meeting-** as you all will recall our By-laws call for an Annual meeting to be held each October. This was the kick-off meeting last year and coincided with our budget cycle for this grant. However currently our Annual Report to CMS is due in December of each year and will not be fully completed in October of this year. The question is do we adhere to our By-laws and hold the Annual Meeting in October presenting a preliminary report and highlight the work for the next grant year or do we wait until January to hold the Annual Meeting at which point the Annual Report will have been completed and submitted. This date allows us to do a formal presentation of the final report and outlay what is happening in the new grant year as well as what the state should expect over the next 9-12 months. In short the question is between a presentation of preliminary information and adhere to current By-laws or wait for a presentation on finalized information. Please feel free to have a free flowing information sharing email thread about pros and cons between now and the August meeting so that we can come to quick ( 5-10min) consensus.
2. **Change Fatigue** - You will all recall that a large percentage of the time during our June Steering Committee meeting was in break out groups discussing the Risk that was defined as ‘change fatigue’. The attached document captures the output from those discussions, and a risk mitigation plan is in the process of being developed for review during the August 27th steering committee meeting.
3. **SIM Operational Plan**- The updated SIM Operational Plan for SIM Year 2 was due by August 1st and was submitted to CMS/CMMI on July 31st. As you’ll recall, the original plan was submitted last year. Each grant year an updated version is due. All three major SIM vendors and the State worked hard to update the last year’s document so that it will reflect goals and objectives for the upcoming grant year. It has been posted on the public website and is available at the link below.

<http://www.maine.gov/dhhs/sim/documents/SIM%20docs/plan%20docs/year%20two/Maine%20State%20Innovation%20Model%20OPS%20Plan%20Yr%202.pdf>

1. **SIM Quarterly Newsletter**- For the second consecutive quarter, we have developed a SIM Quarterly newsletter with the objective of providing SIM stakeholders with a ‘readers digest’ version of SIM progress. This newsletter, covering SIM activities in the 3rd quarter of the federal fiscal year (April – June) is available through this link. We welcome your feedback on the effectiveness on this document, and will incorporate additional feedback in future iterations.

<http://www.maine.gov/dhhs/sim/resources/communication.shtml>

1. **SIM Quarterly Progress Report** The Maine SIM Program is required to submit a SIM quarterly progress report to CMS/CMMI at the conclusion of each quarter. The quarterly report is contained on the SIM public website, and also available through the link below. It will provide much more detailed information than the quarterly newsletter described and contained above…for those of you who are interested in delving into more information on SIM progress being made in Maine.

<http://www.maine.gov/dhhs/sim/documents/SIM%20docs/communication%20materials/quartelry%20progress%20reports/CMMI%20Quarterly%20ProgressFY14Q3v1.docx>

1. **SIM Governance and Workgroup Meetings** As the SIM work has commenced in earnest over the last several months, many additional workgroups have been launched to execute on and provide guidance for that work. Several of you on the Steering Committee have commented of the difficulty in keeping up with the proliferation of these workgroups and understanding how they all connect to

SIM. In an attempt to alleviate that confusion, all workgroups meetings have been included on the SIM Public website, found at this link.

<http://www.maine.gov/dhhs/sim/resources/calendar/index.shtml>

In addition, all materials that are provided for those meetings, and the output from them, have also been included on the SIM Public site. Further, these workgroup materials have been organized with the associated SIM governance subcommittee, to assist in determining which governance committee has oversight of which workgroup. We hope this is helpful in assisting you to keep track of the work and determine which SIM governing body is providing the oversight.

<http://www.maine.gov/dhhs/sim/resources/meeting-materials.shtml>