



Department of Health
and Human Services

Maine People Living
Safe, Healthy and Productive Lives

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

SIM Steering Committee

Wednesday, July 10, 2013
10:00 a.m. – 12:00 p.m.

Attendance:

Noah Nesen, MD
Kristine Ossenfort, Anthem
Rebecca Ryder, Franklin Memorial Health
Rhonda Selvin, APRN
Penny Townsend, Wellness Manager, Cianbro
Deb Wigand, DHHS – Maine CDC
Jay Yoe, PhD, DHHS – Continuous Quality Improvement
Shaun Alfreds, COO, HIN
Randy Chenard, SIM Program Director
Glenn Griswold on behalf of Eric Cioppa, Superintendent, Bureau of Insurance
Jack Comart, Maine Equal Justice Partners
Michael DeLorenzo, Interim CEO, MHMC
Dr. Kevin Flanigan, Medical Director, DHHS
Dale Hamilton, Executive Director, Community Health and Counseling Services
Katie Fullam Harris, VP, Gov. and Emp. Relations, MaineHealth
Frances Jensen, MD, CMMI, Project Officer
Lisa Tuttle on behalf of Lisa Letourneau, MD, Maine Quality Counts
Rose Strout
Sara Sylvester, Administrator, Genesis Healthcare Oak Grove Center

Other Attendees Speaking:

Jim Leonard, Deputy Director, Office of MaineCare Services
Sheryl Peavey, DHHS
Denise Gilbert, DHHS

| Agenda | Discussion/Decisions | Next Steps |
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| SIM Membership List Update and Interested Party Lists | Dr. Flanigan distributed the Steering committee and interested parties membership lists requesting updates regarding contact information for distribution to the Steering committee, posting to the SIM Web page, and development of e-mail contact lists. | Denise will update lists and have information posted on the website |
| Live Microphone Introduction | Dr. Flanigan informed those in attendance that Committee members would be using microphones to transmit the meeting via the internet and cautioned all to be aware of any sidebar conversations. He will remind members at the beginning of every meeting. | |
| Introductions of Members | Round of introductions. Dr. Flanigan announced that placards would be available for future meetings. | Denise will develop name placards |
| By-Law Adoption | <p>Following a brief discussion, regarding voting procedures versus reaching consensus; sending a proxy or not when an appointed member is unable to attend a scheduled meeting; and more formalized meeting dates; consensus was reached that decisions/agreements by consensus would be adopted rather than voting, appointed members should make every effort to attend, and meetings outlined in the by-laws remain the same to allow for flexibility when issues arise, the draft by-laws (attached) developed at the June 19th Steering Committee meeting were ratified.</p> <p><u>Comments:</u></p> <p>It was mentioned that if a member was unable to attend an upcoming meeting and wanted to weigh in on a particular issue on the agenda, they could send information by e-mail prior to the meeting.</p> | |
| Early Operational Plan – Status and Overview | <p>Randy Chenard presented the “Operational Plan Development and Review: Timeline and Process” document (Page 4 of the July 10th packet, attached) outlining dates and steps for submission and approval of operational plan. The objective for the July 24th, Steering Committee meeting is for the near final operational plan be presented and approved for submission to CMMI.</p> <p>The “SIM Final Operational Plan Components” (Page 5 of the July 10th packet, attached) and the DRAFT “Operational Plan Content Grid – Maine Innovations Model – July 9” (attached) were also distributed</p> <p>The three “Operational Plan Components” outlined are: 1. High Level Overview Information, 2. SIM Project Plan, 3. CMMI Demonstration Readiness Review (DRR) Content</p> | |

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| <p>Early Operational Plan – Status and Overview Cont.</p> | <p>The July 9th DRAFT Operational Plan Content Grid was developed based on the Guidance document from CMMI on June 30th and was not discussed in detail, members agreed to review and send comments/edits/concerns to Randy Chenard via e-mail.</p> <p><u>Discussion/Questions/Concerns:</u></p> <p>What is the expectation/role of the Steering Committee in meeting deadlines? <i>Response: Meeting deadlines is the responsibility of staff and the State Partners. Steering Committee's role is to ensure that what is being reported/planned is accurate and achievable, if not, discuss possible options for achieving the goal. Remove barriers for success.</i></p> <p>CMMI's Role is "Teaching towards the Test" providing support and guidance that keeps the process moving forward and supports success. It was mentioned that CMMI has been very supportive in this process thus far.</p> <p>Members expressed concern regarding the tight timeline for members to review and approve the final plan by July 24th. It was agreed that as pieces of the plan become 90 to 95 percent complete they will be circulated to Members by e-mail. The e-mail will provide a deadline for feedback to be sent to Randy, in preparation for the meeting.</p> | <p>Members will review DRAFT Operational Plan Content and forward questions etc. to Randy Chenard prior to the next meeting scheduled for July 24th.</p> <p>Completed sections of the plan will be sent by e-mail to members for review prior to the July 24th meeting.</p> |
| <p>Review of Executive Summary</p> | <p>Jim Leonard provided an overview of the "Maine Health Care Innovation Model: Drivers for Sustainable Reform" diagram (Driver Diagram/Logic Model) (attached). This initial diagram is a very high level draft outlining drivers to reaching the "Triple AIM Goals" that will be spelled out in the Operational Plan. This document will evolve. Additional details will be provided and initials will be removed to clarify the information. Smaller drill downs will be developed.</p> <p><u>Discussion/Questions /Concerns:</u></p> <p>Jim Leonard presented one example of further drill down of one the driver diagrams' list of actions – Workforce Development: <i>Leadership training</i> would include behavioral health and physical health – the state may RFP to the many organizations that provide leadership training for bidding and the Steering Committee's role, would be to approve model/concept for the RFP.</p> | |

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| <p>Review of Executive Summary cont.</p> | <p>Members felt that this driver document needs to be reviewed carefully prior to the next Steering Committee meeting.</p> <p>A suggestion was made to be sure to include “Work Site Wellness”</p> <p>It was mentioned the CMMI would need clear/detailed information regarding the evaluation and measurement strategies in achieving goals.</p> <p>Members requested information regarding the development of the SIM Web page for accessing SIM materials. <i>Response: the SIM Web page has been developed; information regarding the grant application, communications, and information from the various Teams, Committees and Work Groups will be added by group title and date. Web Link: http://www.maine.gov/dhhs/oms/sim/</i></p> <p>The “Maine Health Care Innovation: An Operations Plan for Sustainable Reform” Executive Summary page (attached) was also distributed for review with no discussion. Members agreed to review and forward feedback to Randy Chenard</p> | <p>Steering Committee members will review Driver Diagram and send feedback to Randy Chenard prior to the July 24th Steering Committee meeting.</p> <p>Comments/suggestions regarding the Exec. Summary will be sent to Randy Chenard</p> |
| <p>Work Group Overview</p> | <p>Randy Chenard presented the “Work Group High Level Overview” document (Page 6 of the July 10th packet, attached) which outlines the Governance Structure and identifies the three work groups. The structure consists of the State of Maine Leadership Team, Steering Committee and 3 Work Groups chaired by the three State Partners:</p> <ol style="list-style-type: none"> 1. Payment Reform – led by <i>Maine Health Management Coalition</i> 2. Transparency – led by <i>HealthInfoNet</i> 3. Service Delivery Reform – led by <i>Maine Quality Counts</i> <p><u>Discussion:</u></p> <p>Core members of the work group will be identified and the membership lists will be sent to the Steering Committee for review, additional participants will remain fluid to allow participation by those who have an interest and skill set necessary for implementation of a particular goal.</p> <p>Work group’ work plans/reports will be sent to the Steering Committee for review.</p> <p>Additional information regarding the work groups will be providing once they are formed.</p> | |

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| Work Group Overview cont. | There is a weekly State and Partners meeting to ensure that information is shared and communicate occurs among the three work groups. | |
| Public Comment | None offered | |
| Next Meeting | <p>The next meeting of the Steering Committee is scheduled for July 24th, 10:00 a.m. – 12:00 p.m., Room 228 of the State House (Capitol Building), Appropriations' Committee room. Audio Link is:</p> <p>http://www.maine.gov/legis/ofpr/appropriations_committee/audio/</p> | Meeting reminder and materials will be sent and posted (if available) by Denise prior to the meeting. |

DRAFT