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|  | **SIM Steering Committee****Wednesday, October 9, 2013****10:00 a.m. – 12:00 p.m.****State House, Room 126****Augusta** |

**Attendance:**

Kristine Ossenfort, Anthem, via phone

Shaun Alfreds, COO, HIN

Deb Wigand, DHHS – Maine CDC

Jay Yoe, PhD, DHHS – Continuous Quality Improvement

Randy Chenard, SIM Program Director

Eric Cioppa, Superintendent, Bureau of Insurance

Andy Webber, CEO, MHMC

Dr. Kevin Flanigan, Medical Director, DHHS

Dale Hamilton, Executive Director, Community Health and Counseling Services, via phone

Frances Jensen, MD, CMMI, Project Officer, via phone

Lisa Letourneau, MD, Maine Quality Counts

Lynn Duby, CEO, Crisis and Counseling Centers

Rhonda Selvin, APRN

Rose Strout

Katie Fullam Harris, VP, Gov. and Emp. Relations, MaineHealth

Noah Nesin, MD

**Absent:**

Rebecca Ryder, Franklin Memorial Hospital, unexcused

Representative Richard Malaby, excused

Stefanie Nadeau, Director, OMS/DHHS, excused

Sara Sylvester, Administrator, Genesis Healthcare Oak Grove Center, excused

Penny Townsend, Wellness Manager, Cianbro, excused

Jack Comart, Maine Equal Justice Partners, excused

Representative Matthew Peterson, excused

**All meeting documents available at:** [**http://www.maine.gov/dhhs/oms/sim/steering/index.shtml**](http://www.maine.gov/dhhs/oms/sim/steering/index.shtml)

| **Agenda** | **Discussion/Decisions** | **Next Steps** |
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| **Welcome** | Dr. Flanigan welcomed members with a reminder regarding Microphone use. He also reminded members that the bi-weekly meetings have been extended through December per a recent e-mail. Upcoming meeting dates:* October 23, Rm 228 (Appropriations), State House (Capitol Bldg.)
* November 13, Rm 126 (Transportation), State House (Capitol Bldg.)
* November 27, Rm 228 (Appropriations), State House (Capitol Bldg.) **NEED TO DISCUSS WHETHER OR NOT MEMBERS NEED ALTERNATE DATE AS THIS IS DAY BEFORE THANKSGIVING**
* December 11, Rm 228 (Appropriation), State House (Capitol Bldg.)
* December 25, **NEED TO DISCUSS ALTERNATIVE**
 | Discuss alternative dates for possibly November 27 and December 25 Steering Committee meetings. |
| **Discuss and Accept Minutes from 9/25** | Minutes reviewed and accepted. |  |
| **Steering Committee General Objectives over the Next Months*** **Role of Governance Committees**
* **Oct. - Further Education and Grounding of SIM Objectives/Plans**
* **Nov. – Metric Development/Discussion and Decisions on SIM Approach/Beginning of Receipt of Reports from SIM Subcommittees**
* **Dec. – SIM Subcommittee Reports/Risk and Issue Resolution**

**Steering Committee General Objectives over the Next Months CONT.*** **Role of Governance Committees**
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* **Dec. – SIM Subcommittee Reports/Risk and Issue Resolution**
 | Dr. Flanigan and Randy Chenard discussed role of Governance Committees and introduced the **“Steering Committee Objectives for next 3 months”** document for review. Dr. Flanigan mentioned one goal of the “Core” work group is to provide these 3 month (quarterly) work plans to the Steering Committee. **Discussion of Governance Role**The SIM grant was awarded in February 2013, following the award the Department developed a governance structure by late Spring 2013.Executive Leadership Team – is a small group consisting of the Governor’s Office Legal Policy Advisor, Legislators, Commissioners, Deputy Commissioner, Office Director and staff. Their role is to redirect the Steering Committee if moving outside of the scope or approve a scope change as well as oversight of the budget. Steering Committee – Dr. Flanigan thanked members for their collaboration, cooperation, contributions and input in the development of the revised “Operational Plan” submitted September 27. CMMI has **approved** the revised “Operational Plan” so the role of the Steering Committee, will now evolve from development of the operations plan and appointment of Subcommittee members to a working role of oversight and review of the various Subcommittee reports/deliverables. Subcommittees – will begin working on the “objectives” for meeting the “triple aim goals” and providing monthly progress reports. Because these Subcommittees are large, Chairs will need to work hard in keeping the groups on task and focused. Note: The first annual SIM Grant Stakeholders’ meeting will be held on October 31st for all stakeholders. One goal of the meeting is to reintroduce the SIM Grant “Objectives”, as it has changed.**Review of first 3 month work plan – now move to the testing phase**October:Steering Committee education and grounding of SIM Objectives/PlansAdditional Information sharing as requestedSIM annual meeting and subcommittee kickoff October 31stNovember:Metric Development/Discussion and Decision on SIM ApproachStart receiving reports from Subcommittees on what they expect to accomplishDecember:Review Subcommittee progress reports on deliverables and begin risk and issue escalation and resolution process - if Subcommittees are not accomplishing deliverables, review why and ways to resolve or escalate issues.Request/Question:Members mentioned that a clear list of which deliverables fit under which Subcommittee would be helpful when reviewing reports.  *Response – good idea and once members have had an opportunity to review these documents, they were encouraged to forward additional suggestions/ideas to Randy.* | Members will forward additional suggestions regarding the work plan to Randy Chenard. |
| **Review of Updated High Level SIM Presentation** * **SIM Mission/Vision**
* **SIM Elevator Speech**
* **What is SIM Testing**
* **SIM Governance**

**Review of Updated High Level SIM Presentation CONT.*** **SIM Mission/Vision**
* **SIM Elevator Speech**
* **What is SIM Testing**
* **SIM Governance**
 | Next Dr. Flanigan thanked those members who sent mission statements to him following the September 25th meeting as requested for consideration in developing the SIM grant “Mission Statement”. He mentioned that a strong, well thought out mission statement can provide guidance and resolve some issues if applied. Next Randy Chenard introduced the **“Maine State Innovation Model”** document dated October, 2013 for discussion. Page 2 of the document was a proposed draft of a **“SIM Elevator Speech”**Discussion/QuestionsMembers felt an “Elevator Speech” should be concise, on point and understandable.Members agreed that it should include statements regarding the collaboration between private and state partners to transform Maine’s health care system.Concerned was expressed that the terms used in the “Elevator Speech” were not understandable. What do we mean by terms such as “tools”, “support structures”, etc.? Jargon should not be used.Key words or concepts suggested by members: collaboration, comprehensive, mention the “triple aims” without using the term of triple aim, make patient/consumer/individual the center, improved experience of care and partnership, transformation, leadership, dignity and respect, changing the delivery, not use term patient but person, meeting patients where they are, accountabilityConcern was expressed regarding how accountability is aligned with the deliverables – *Response: through the metrics/measures*Some felt a shift in the payment paradigm should also be added.It was mentioned that along with the development of a strong mission statement and elevator speech we should develop a bold vision statement i.e. Maine is on the cutting edge, a “leading” State in the nation. Members felt that the development of the mission statement, vision statement, elevator speech and hypothesis should be added to the 3 month work plan.Following this lengthy discussion members tabled the approval of the elevator statement and hypothesis to allow a smaller volunteer work group, consisting of Lisa Letourneau, Andy Webber, Deb Wigand, Rose Strout, Shawn Alfreds and Dr. Flanigan, an opportunity to clarify the language. | Volunteer work group to redraft “Elevator statement”, “Hypothesis” and “Vision Statement” for consideration at the October 23 meeting. |
| **Operational Plan Review, Including High Level View of Deliverable****Operational Plan Review, Including High Level View of Deliverable CONT.** | Randy brought members attention to the September 2013, **“Operational Plan”** document which was distributed in “track changes” mode to allow members to narrow in on revisions. Also discussed were two documents entitled “**Maine State Innovation Model Objectives and Targets”** which is the high level summary of objectives by lead partner and the **“Maine SIM Grant – Executive Level Project Plan with Accountability Targets”** which is a more detail outline of the objectives and targets. **HealthInfoNet Objectives:**Shaun Alfreds reviewed some of the objectives listed for HealthInfoNet- such as real-time notification from HIE to Care Managers, incentives for Behavioral Health provider sites/organizations to participate, provide clinical dashboard to MaineCare from the HIE, provide individuals with portals/access to their electronic medical records on the HIE, etc.Suggestion: Some targets are very specific, some are not, need to nail down targets**Maine Health Management Coalition:**Ellen Schneiter reviewed some of the objectives listed for Maine Health Management Coalition which relate to tracking health care costs. She mentioned that they would be developing a health care fact book, forming work groups such as accountable care and PTE behavioral health.Question: Will the measures be public reporting or contracting? *Response – both***Maine Quality Counts:**Lisa Letourneau reviewed a couple of the Maine Quality Counts objectives and targets for example the launch of a learning collaborative for MaineCare Health Homes.Suggestion: Need to clarify target measures. *Response - the Executive Level Project Plan with Accountability Targets contains more detail.***Office of MaineCare Services**Michelle Probert reviewed the Office of MaineCare Services objectives and targets such as the implementation of behavioral health homes, the integration of physical and behavioral health homes. She mentioned that the Health Homes and Accountable Communities “Request for Applications” would probably go out within a week.Question: Will the training and credentials of the MHRT and Community Health Worker be the same? *Response – These details will be developed once a vendor has been selected.***Maine Center for Disease Control**Deb Wigand outlined the objectives and targets for Maine CDC such as the implementation of the National Diabetes Prevention Program and the 5 Community Health Worker pilots.Question: How will the Steering Committee have input or what role will the Steering Committee have on these initiatives? *Response - this work will be reported up through the Systems Redesign Subcommittee in the progress reports to the Steering Committee for review.* |  |
| **Public Input** | Katie Sendze shared that the Annual SIM Grant Stakeholder meeting will also be the kick-off for the Subcommittees and that members of those Subcommittees would be in attendance.  |  |
| **Ombudsman Representative on Delivery System Reform Subcommittee** | Dr. Flanigan requested group consensus regarding the removal of himself as a core member of the System Reform Subcommittee to add a representative from the Ombudsman office. Members agreed. Dr. Flanigan will still attend meetings.Next Jay Yoe provided a quick update on the Evaluation Subcommittee. The RFP is in the Governor’s office and he is expecting signature today. |  |
| **Process for Selecting and Including Ad Hoc Members** | Tabled until the October 23rd Steering Committee meeting. |  |
| **Next Meeting** | The next meeting of the Steering Committee is scheduled for October 23, 10:00 am. – 12:00 p.m., Room 228, State House (Capitol Bldg.), Appropriations’ Committee room. Audio Link is: <http://www.maine.gov/legis/ofpr/appropriations_committee/audio/> | Meeting reminder and materials will be sent and posted (if available) by Denise prior to the meeting. |