

One Care Implementation Council Meeting

50 Milk Street, 8th Floor

Boston, MA

June 30th, 2017, 1:00pm – 3:00pm

Attendees: Suzann L. Bedrosian, Crystal Evans, Dennis Heaphy, Jeffrey Keilson, David Matteodo, Henri McGill, Paul Styczko, Sara Willig and Florette Willis

Unable to Attend: Howard Trachtman, Lydia Brown and Dan McHale

Guests: Robin Callahan, Deputy Medicaid Director for Policy and Programs

Handouts: Agenda; Implementation Council Biographies; Implementation Council By-Laws; Implementation Council Charter; and Meeting Approach Questions. Documents will be available online at www.mass.gov/masshealth/onecare.

1) Introductions

UMass support team member Maggie Carey introduced the meeting agenda and guiding principles for this Implementation Council.

2) MassHealth Welcome

Robin Callahan provided a brief overview of the history and current status of the One Care program and the first term of the One Care Implementation Council.

3) Council Member Leadership Process

- Dennis Heaphy was elected as the new Implementation Council chair.
- The Council will elect Vice Chair(s) at the next Implementation Council meeting

4) By-Laws and Charter

- The Implementation Council Charter (written May 2013) will be modified to:
 - Add changes to the **Section II, Purposes** to reflect *equity* in access to services (medical, behavioral health, and LTSS), as well as address the social determinants of health for members in accordance with key principles in the independent living and recovery movements
 - Change information listed under **Section IV, Membership** to reflect the second term's smaller council size (13 members currently sit on the board, but MassHealth staff recommended modifying language under the "Composition" section to say "[t]he council will be comprised of up to 21 members at all times")
 - Change the titles of the co-chairs listed in **Section V, Organizational Structure**, to "vice chairs" and clearly explain that the new Implementation Council will only have one chair, but may have multiple "vice chairs" that support the chair and any sub-committee leaders
 - Modify when the Council Membership term ends (now changed to December 31st, 2019. MassHealth has the discretion to extend terms for up to two-years for any increment of time)
 - Change when documents are shared with council members and accessible support under **Section VI, Procedural Rules**. Minutes will now be shared 5 business days after each meeting, and meeting materials (including accessible versions for council members), when possible, will be shared 3 business before each Implementation Council meeting.
- The Implementation Council By-Laws (written May 2013) will be modified to:
 - Change the title from "co-chair" to "vice chair(s)"
 - Add language changes to **Section I, Implementation Council Operation (e)**: per group vote, the Implementation Council will not *vote* on group decisions unless 51% of the Council attends each meeting.

- By-Laws cannot be changed unless there is a 2/3rds majority vote of active members present at each Implementation Council meeting
- Add language that acknowledges the need for accessible accommodations (in tandem with the council member's preference) for Council members under **Section V, Member Requirements (b)**. One council member expressed the importance of having consistent ASL interpreters who are familiar with the OneCare Implementation Council to support future meetings.
- Add language that explicitly allows for phone participation into the By-Laws (most likely under **Section IV, Member Responsibilities (a)**); the Council member emphasized that meeting participation will be available for members who cannot physically attend each meeting. Ideally, all Implementation Council meetings will be attended in person.
- Adjust the number of people required to participate in the Implementation Council under **Section VII, Resignation (c)(i)** – this will now be 10, not 15.

5) Discuss Meeting Approach:

- Council meetings will take place either on the 2nd or 4th Tuesday of each month, from 10:00am – noon. Meetings will be ideally held for 2 hours, but may be modified as needed, depending on the meeting content and time allotted for consumer input.
- Meetings will primarily be held in the Boston area, but Council members may vote to hold up to two future meetings in the Worcester area to accommodate members living in central and western Massachusetts (to be confirmed with Council members who were not in attendance)

6) Action Steps:

- A decision was made to vote on vice chair(s) to serve for the current term at the next meeting
- Maggie will distribute the 2015- 2016 Work Plan to all members. Members can send comments and suggested changes to the Implementation Council Work Plan for 2017 to Maggie
- One member requested administrative and operational updates from MassHealth and the OneCare Ombudsman

6) Next Council Meeting: TBD