HBISC Annotated Agenda
Monday, December 20, 2021

1. Welcome and Roll Call:
   a. **Good Afternoon. It's ___ p.m. we will now call the meeting to Order. Welcome everyone!**
   b. **Mayda, please start recording.**
   c. **At this time, Matt, would you be able to do the roll call for the meeting?** Matt will call each member's name and take notice of presence/absence]
   d. [once all names are called] **Do we have a quorum**? [Matt responds] **Great, thank you.**

2. Agenda:
   a. **Here is our agenda for today's meeting.**
   b. **We already completed Welcome and Roll Call, and next we will move on to Public Comment.**
   c. **We will then move to approving last meeting's minutes and approving the meeting schedule for 2022.**
   d. **I will pass it off to Deepti Kanneganti from Bailit Health to go over the Primary Care Target, then to Erin Campbell for an overview of the Primary Care Roadmap. Deepti will then talk about the Quality Benchmarks.**
   e. **Finally, I will give a brief overview of other OHS updates and next steps before adjournment.**
   f. **With that, I will move on to Public Comment.**

3. Public Comment:
   Is there any member of the public who wishes to make a comment at this time? [Wait a few seconds to see if anyone comes forward] **If you are a member of the public and are having technical difficulties, please let us know by raising your hand and you will be able to speak. For those of you on telephone, pressing *9 will allow you to raise your hand.**

4. Approval of the November 30, 2021 Meeting Minutes:
   a. **The next item on the agenda is the Approval of the November 30th meeting minutes.**
      i. **There is a change in the minutes on line 1 to "welcome to the November meeting" not the December meeting.**
      ii. **Can I have a motion to approve the November 30th meeting minutes as amended?**
         a. [someone will say so moved, it is helpful to identify that person for the meeting minutes] **Motion by ___. Thank you.**
      iii. **Do we have a motion to second?**
         a. [someone will say second, it is helpful to identify that person for the meeting minutes] **Second by ___. Thank you.**
      iv. **Are there any questions or comments on the meeting minutes?** [wait a couple of seconds]

      v. **All in favor of the meeting minutes please say "Aye".**
     vi. **Is there anyone opposed to the meeting minutes?**
    vii. **Are there any abstentions?**
   viii. [more than likely there will be approval] **The motion carries.**

5. Approval on the Steering Committee 2022 Meeting Schedule:
   a. **We will move to the next agenda item which is a Vote on Steering Committee 2022 Meeting Schedule.**
   b. **Please note that we sent an updated meeting schedule to you late last week. Most meetings will be held on the fourth Monday of the month from 3 to 5 PM, some due to holidays will be held on the 3rd Monday.**
   c. **Are there any questions or discussion on 2022 Meeting Schedule?**
      [wait for any discussion/then move on the vote]
      i. **Can I have a motion to approve the 2022 Meeting Schedule?**
         a. [someone will say so moved, it is helpful to identify that person for the meeting minutes] **Motion by ___. Thank you.**
      ii. **Do we have a motion to second?**
         a. [someone will say second, it is helpful to identify that person for the meeting minutes] **Second by ___. Thank you.**
      iii. **Are there any questions or comments on the 2022 Meeting Schedule?**
         [wait a couple of seconds]
      iv. **All in favor of the 2022 Meeting Schedule please say "Aye".**
      v. **Is there anyone opposed to the 2022 Meeting Schedule?**
      vi. **Are there any abstentions?**
      vii. [more than likely there will be approval] **The motion carries.**

6. Primary Care Target
   a. **Now I will turn it over to Deepti from Bailit Health.**
      [Deepti will give the presentation.]

7. Primary Care Roadmap
      [Erin will give the presentation.]

8. Quality Benchmarks
      [Deepti will give the presentation.]

9. Wrap-up and Next Steps
   a. **To wrap up - our next meeting will be held on January 24th from 3 to 5 PM. Please let us know if you will be unable to attend.**
   b. **At that meeting, OHS is planning to present pre-benchmark cost growth trend data for 2018-2019.**
   c. **We'll also review input from the Stakeholder Advisory Board; drivers behind the high rate of commercial hospital price growth from 2015-2019; potential strategies to address commercial cost drivers, and additional analysis related to Emergency Department utilization disparity.**

10. Adjournment
   a. **Can I have a motion to adjourn the meeting?**
      i. [someone will say so moved, it is helpful to identify that person for the meeting minutes] **Motion by ___. Thank you.**
   b. **Do we have a motion to second?**
   c. [someone will say second, it is helpful to identify that person for the meeting minutes] **Second by ____. Thank you.**
   d. **The meeting is adjourned at ___ p.m.**
      Good night, everyone.