

Consumer Advisory Board Meeting Minutes December 11, 2018

Meeting Date	Meeting Time	Location
December 11, 2018	1:00 – 3:00 p.m.	The Legislative Office Building, 300 Capitol Avenue, Hartford, CT 06106

Participant Name and Attendance

Consumer Advisory Board Members					
Jeffrey G. Beadle		Robert Krzys	X	Jason Prignoli	X
Alan Coker	X	Theanvy Kuoch	X	Kelly Ray	
Alice Ferguson	X	Nanfi Lubogo		Ann R. Smith	X
Kevin Galvin	X	Velandy Manohar, MD	X	Denise O. Smith	X
Rev. Bonita Grubbs	X	Arlene Murphy	X	Stephen Wanczyk-Karp	X
Linda Guzzo		Terry Nowakowski	X		
Others Present					
Laura Morris (OHS)		SB Chatterjee			
Leslie Greer (OHS)		Juan David Ospina			
Quyen Truong (NCRMHB)					

Meeting Information is located at: <https://portal.ct.gov/OHS/SIM-Work-Groups/Consumer-Advisory-Board>

	Agenda	Responsible Person(s)
1.	Welcome	Arlene Murphy/Kevin Galvin
	<p>Call to Order The regularly scheduled meeting of the Consumer Advisory Board (CAB) was held on Tuesday, December 11, 2018 at The Legislative Office Building, Room 1B, and Hartford, CT. The meeting convened at 1:01 p.m. Arlene Murphy and Kevin Galvin chaired the meeting. Members and other participants introduced themselves.</p>	
2.	Public Comment	Arlene Murphy/Kevin Galvin
	<p>Supriyo Chatterjee provided public comment. He provided supplemental information for his consumer representative applications. He said he would be happy to answer any questions.</p>	
3.	Approve October 9th and November 6th Meeting Summaries	Arlene Murphy/Kevin Galvin
	<ul style="list-style-type: none"> • The motion was made by Velandy Manohar and seconded by Alice Ferguson to approve the minutes of the Consumer Advisory Board meeting of October 9, 2018. Rev. Bonita Grubbs abstained. Motion carried. • The motion was made by Arlene Murphy and seconded by Robert Krzys to approve the minutes of the Consumer Advisory Board meeting of November 6, 2018. Rev. Bonita Grubbs abstained. Motion carried. 	
4.	Executive Session for the Purpose of Discussing Candidates for Consumer Appointments to CAB and PTF	Arlene Murphy/Kevin Galvin
	<ul style="list-style-type: none"> • The Board is interpreting the review process as a personnel issue. The purpose for the meeting was provided. • The motion to enter executive session for the purpose of discussing personnel matters was made by Rev. Bonita Grubbs and seconded by Velandy Manohar. Motion carried. <ul style="list-style-type: none"> ○ The Board entered executive session at 1:13 p.m. 	

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	<ul style="list-style-type: none"> ○ The Board reconvened into regular session at 2:39 p.m. ● The motion to exit executive session and enter regular session was made by Velandy Manohar; seconded by Alice Ferguson. Motion carried. 		
5.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Action on Items Discussed in Executive Session</td> <td style="width: 40%;">Arlene Murphy/Kevin Galvin</td> </tr> </table> <ul style="list-style-type: none"> ● The motion was made by Terry Nowakowski and seconded by Rev. Bonita Grubbs to recommend to the Healthcare Innovation Steering Committee (HISC) that the highest scoring CAB and Practice Transformation Task Force (PTTF) candidates be appointed as consumer representatives to fill 1 CAB position and 2 alternates for CAB and 2 PTTF positions. Motion carried. 	Action on Items Discussed in Executive Session	Arlene Murphy/Kevin Galvin
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6.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Consumer Advisory Board Operating Principles and Policies</td> <td style="width: 40%;">Arlene Murphy/ Kevin Galvin</td> </tr> </table> <ul style="list-style-type: none"> ● It was mentioned that as the CAB transitions from the State Innovation Model CAB to the Office of Health Strategy (OHS) the policies and procedures will need to be revised and expanded. ● The Board reviewed the CAB Member Guide. <ul style="list-style-type: none"> ○ It was mentioned that the CAB Planning Subcommittee recommended some changes to the CAB Member Guide at their last meeting. Members discussed the suggested changes. ○ There was a suggestion to make some revisions to the CAB selection process. <ul style="list-style-type: none"> ▪ It was proposed that in the future, all candidates be listed in an excel spreadsheet and two individuals record the scoring so that everything would be tabulated and it would be a more efficient use of everyone’s time. ○ It was suggested that the title be changed from “CAB Member Guide” to “CAB Operating Principles and Policies”. ○ There was a suggestion to include specific principles such as language barriers affecting access to care in the operating principles. ○ There was a question about the level of support that OHS envisions giving to the CAB going forward and what is OHS’s strategy regarding CAB’s place in the OHS governance structure. It was noted that OHS is committed to assisting the CAB. OHS has a RFP out for a consumer engagement coordinator to help with the governance structure, the strategic plan, and long and short-term goals of the CAB. ○ There was a suggestion to make sure CAB is kept up-to-date on the Health Enhancement Communities initiative and other OHS initiatives. Laura Morris said she is could invite others to CAB to speak on some of the other initiatives. Ms. Morris provided her contact information and volunteered to come back to talk with CAB. ○ There was a discussion regarding expanding the resource base of the CAB. Some of the funding resources for CAB support was identified. 	Consumer Advisory Board Operating Principles and Policies	Arlene Murphy/ Kevin Galvin
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7.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Consumer Engagement Update</td> <td style="width: 40%;">Arlene Murphy/Kevin Galvin</td> </tr> </table> <ul style="list-style-type: none"> ● This was not discussed due to a lack of time. Members agreed to an email being sent on. 	Consumer Engagement Update	Arlene Murphy/Kevin Galvin
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8.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Adjourn</td> <td style="width: 40%;">Meeting adjourned at 3:11 p.m.</td> </tr> </table> <p>Alice Ferguson motioned to adjourn and Terry Nowakowski seconded. Motion carried.</p>	Adjourn	Meeting adjourned at 3:11 p.m.
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