

## Consumer Advisory Board Meeting Minutes November 12, 2019

Meeting Date	Meeting Time	Location
November 12, 2019	1:00 – 3:00 p.m.	Office of Health Strategy, 450 Capitol Avenue, Conference Room 1C, Hartford, CT 06134

### Participant Name and Attendance

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Jeffrey G. Beadle		Christiane Pimentel	X		
Robert Krzys	X	Jason Prignoli			
Theanvy Kuoch		Kelly Ray			
Velandy Manohar (phone)	X	Ann R. Smith			
Terry Nowakowski	X	Denise O. Smith			
Others Present					
Leslie Greer (OHS)		Quyen Truong (Consultant, Amplify, Inc.)			

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

Agenda	Responsible Person(s)
<b>1. Welcome</b>	<b>Robert Krzys</b>
<p><b>Call to Order</b> The regularly scheduled meeting of the Consumer Advisory Board (CAB) was held on Tuesday, November 12, 2019 at Office of Health Strategy, 450 Capitol Avenue, Conference Room 1C, Hartford, CT 06134. The meeting convened at 1:02 p.m. Robert Krzys chaired the meeting. Members and other participants introduced themselves and reviewed the agenda.</p>	
<b>2. Public Comment</b>	<b>Robert Krzys</b>
There was no public comment.	
<b>3. Approve October 8, 2019 and October 23, 2019 Meeting Minutes</b>	<b>Robert Krzys</b>
<p>The motion was made by Velandy Manohar and seconded by Terry Nowakowski to approve the minutes of the Consumer Advisory Board meeting of October 8, 2019. Motion carried.</p> <p>Robert Krzys made a motion to strike on page three, the section beginning with “Vicki Veltri does not remember” because Terry Nowakowski was not on that subcommittee. Velandy Manohar second. Motion carried.</p> <p>The motion was made by Velandy Manohar and seconded by Robert Krzys to approve the minutes of the Consumer Advisory Board meeting of October 23, 2019. Motion carried.</p>	
<b>4. CAB Convening December 5, 2019 Update</b>	<b>Robert Krzys</b>
<ul style="list-style-type: none"> <li>Robert Krzys reported to the group about weekly Friday morning calls with Community Catalyst. He encourages everyone to fill out the survey.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Robert Krzys said that we have to make it clear that the CAB is an advisory committee to OHS and clarify what we are and what we aren't at the convening.</li> </ul>	
<b>5.</b>	<b>Sub-Committee on Governance Update</b>	<b>Robert Krzys</b>
	<ul style="list-style-type: none"> <li>Robert Krzys reported that the subcommittee met and reported back what has been accomplished, and hopes to share draft by-laws in the December CAB meeting.</li> </ul>	
<b>6.</b>	<b>Sub-Committee on Work Plan Update</b>	<b>Robert Krzys</b>
	<ul style="list-style-type: none"> <li>Robert Krzys reported on Work Plan subcommittee work to develop future Listening Sessions.</li> <li>Quyen will organize meeting to plan events that need to be completed before end of January 2020 – the meeting will be a conference call only from 2-3pm on Monday 11/18; Quyen Truong will also check in with Laura Morris to be able to share materials about work plan for New Britain and New London.</li> <li>Leslie Greer shared information on Focus Groups for the Cost Estimator and Quality Scorecard. She said that feedback from CAB will be helpful. Robert Krzys asked Leslie Greer to send an email to CAB about the Cost Estimator and to solicit advice from CAB members.</li> </ul>	
<b>7.</b>	<b>CAB Member Solicitations</b>	
	<ul style="list-style-type: none"> <li>Robert Krzys reported that according to Laura Morris, there are two people who want to come on board immediately, and want to check in about two other people who have applied: one applicant from Lao Association of CT and one applicant from Optimus Healthcare.</li> <li>Robert Krzys wanted to get CAB approval to bring two people who have applied to come on board. The group agreed. He will contact them immediately and invite them to the December 5<sup>th</sup> convening, and share basic documents about the CAB with new members.</li> </ul>	
<b>8.</b>	<b>2020 Meeting Dates, Times &amp; Location</b>	<b>Robert Krzys</b>
	<ul style="list-style-type: none"> <li>Robert Krzys wanted to check in about meeting dates for next year: second Tuesday of the month. Need location and times. Wants to suggest 4:30pm as a potential time for the group. Velandy Manohar agreed. Quyen Truong will send out a poll.</li> <li>Robert Krzys also reported back on exit interview for CAB members who have resigned. He will summarize and share this with the group before December 5<sup>th</sup> meeting to inform and guide discussions.</li> <li>Leslie Greer said that the December 10<sup>th</sup> Regularly Scheduled CAB meeting will be held at OHS.</li> </ul>	
<b>9.</b>	<b>Adjourn</b>	Meeting adjourned at 1:35 p.m.
	Robert Krzys motioned to adjourn, and Terry Nowakowski seconded. <b>Motion carried.</b>	