



TGS Executive Committee Meeting Minutes Friday, September 23, 2011

TSG Exec Committee Members: Joanne Sheldon, Liz Knisely, Marlene Lawrence, Norm De Lisle, Paul Ippel, Lisa Lepine, Jane Terwilliger

Other TSG Board members: Linda Kaufmann, Robert Blackford, Dennis Grimski

TSG Director: Laura Vredevelde

Approval of Agenda – approved as written

Review and Approval of Minutes from Exec Committee - August 2011 minutes approved as written. No changes or corrections noted.

Current Budget/ Actual Financial Update

- Monthly expense report – will be updated based on MACMHB expense report received today and will be forwarded to Exec Committee via email.
- MACMHB Invoice to PIHP's for FY 12 - report on payments on the FY 12 invoice will be included in budget/financials once information is received from MACMHB. Dennis questioned this invoice and when this was approved by the TSG Board, as it was his understanding that we had adequate existing funds to continue TSG. Laura and Joanne clarified that the Board voted in 2010 for a two-year continuation of TSG, to be billed in two separate invoices of \$10,000 each – one for FY 11 and one for FY12. .

Current Project Updates – Laura provided a verbal update on all current projects and activities. See written project update for details.

- **CM/SC Core Competencies** – several upcoming conference presentations planned to promote the use of the competencies and self-assessment tools. Laura has also made presentations to individual CMH boards and programs. Lynda suggested that this information be included in an RFI response for the dual eligibles planning. One of the reasons we have been so effective is our highly-skilled, competent staff and the extensive knowledge and skills they are required to have.
- **Needs Assessment Guidelines** – these were approved by the Full Board in August 2011. Kendra Binkley and Doris Gellert were primary contacts at MDCH on this project. Liz indicates she will work with Kendra on implementation of this when Kendra returns from maternity leave. This will likely be included in a contract amendment during the first part of FY12. Intended to be voluntary for the first year.
- **CIO Forum** – Work has been done on the Cost of Service requirement
- Direct Support Staff Competencies
- Other TSG Director involvement – Risk Event Monitoring, MDCH Site review process, EBP Measurement group, MI/DD planning, QI Council

Planning/Priorities for FY 2012- Laura reviewed a document summarizing proposed project from MDCH leadership. Laura and Joanne met with Lynda Zeller, Liz Knisely and Judy Webb to review

potential projects and prioritize how TSG could be involved.

- 1) Agreement and planning for the **behavioral health service array** to be provided in an integrated care environment. Would begin with a description/index of the baseline benefit structure currently in place. Would build on TSG work completed for the Access Technical Resource Manual. Ideally, this would be structured from a “needs-based” framework rather than waiver-specific or purely population based. Would recommend a separate document for kids and adults and would capture ALL services currently offered for SUD, MH, DD and SED.
- 2) **Development of common standards for IT Interface** to allow exchange of essential health/clinical information across different providers, PIHP’s and varied Electronic Health Records. Analysis of the type of standards necessary for data exchange within and across our clinical record systems (beyond claims & encounters) in order to avoid duplicate data entry or shared ECR requirements.
- 3) **Minimizing non-value added steps and processes** within and across PIHP’s in the following areas
 - a. Recipient Rights Training & Monitoring
 - b. Direct Support Staff Training
 - c. Access - streamline process for access for consumers transferring from one provider or PIHP to another, minimize transition barriers
 - d. PIHP monitoring of provider network – sharing reports
- 4) **Staff Development and Competencies related to integrated care models** – developing statewide plan for competency development and training in key areas of integrated health (ie: health homes for chronic conditions, integrated care management, disease management)

Board discussion followed on these items as well as general discussion of TSG role.

- Dennis Grimski asked for clarification of the TSG role, scope and purpose compared to MACMHB. Dennis asked for clarification of whether the activities Laura outlined above – both in terms of current projects and potential projects “fit” with the TSG mission and whether, from the Department’s point of view, there is value in TSG.
- Lynda indicated from her perspective, TSG is very much focused on the right things and adds significant value. Lynda indicated that the better we can be about standards and the less variation we have, the better our position right now. Lynda challenged us to consider areas where we do have good standardization and commonality across our systems and where we have the most variance, and suggested that in some key areas, the more varied we are, the weaker we are as a system.
- Paul raised a question of how far TSG should be involved in the actual implementation phase of the standards. Agreement that we need to create a culture of excellence and that the standards help frame the implementation phase.
- Related to the IT interface project, Jane T reminded the group that this was a previous HIT workgroup. Need to consider what would be different this time around. Need to consider what platforms or standards already exist – perhaps in other sectors – that were not developed when we approached this previously. Also may be a different “climate” and different drivers to motivate us to make this happen.
- Dennis indicated that the HITECH rules will require the PIHP’s to comply with meaningful Use standards including interoperability 2014. He questioned whether we need to spend time on this or would others be doing this for us? Robert clarified that HITECH is a federal requirement and that Meaningful Use is a choice and a local decision. Lynda indicated that private managed care companies are doing this now, and we don’t want to “get behind”.

Agreement that the CIO Forum would be the entity to take on this project and evaluate the various factors involved.

- Related to #3 – Paul asked if we are looking only at reciprocity or are we considering streamlining the actual requirements, content and process standards. Agreement that we need to do both. Focus on redundancy and duplication as well as reduction in requirements wherever possible. Liz indicates that part of this will be accomplished through the 490 workgroup which will be re-convening and Laura will be part of that.
- Related to #1 – Dennis indicates we need to consider the influx of new Medicaid consumers and how this will affect what we deliver to the expansion population. There is great opportunity here. Lynda agreed that this is why we need to look at this. Take our existing service array and compare it to what will be provided through the HIE Essential Benefit.

Agreement that we will need to be clear about the details of each of these projects. We will review the potential projects with the Full Board next month and seek any additional ideas for TSG Projects, and Laura will work with MDCH on additional detail for each approved project and develop a project plan with scope, deliverables, timeframes for each project.

Proposal for Expansion of TSG to include Administration Areas (Accounting and Information Technology) - Robert Blackford reviewed a proposal for an expanded role for TSG to address finance and IT issues in the same way we have historically addressed policy and clinical projects. He identifies a need for additional resources and a strong facilitator to assist the department to get some particular work done in the Admin/Finance areas. Discussion followed. Dennis indicates he received feedback from the CIO Forum which does not support this proposal as it would add a layer of complexity that is not necessary. He indicates his affiliation is also not in support of adding any additional resource to TSG which would take away from services. While some agreed that we are lacking in system capacity for admin/finance type project leadership, at this time the consensus is that this should remain the responsibility of Department-led workgroups and does not fit with an expanded TSG role. Agreement that CIO Forum is functioning well and is adequate to address IT – related systems issues. We will continue to work on communication and coordination of those topics across our system.

Proposed meeting schedule – Laura distributed a draft meeting schedule. We may end up meeting less often than this, but please put these dates on your calendars and we will remove meetings if necessary.

Public Comment - None

Other Business? None

Next Meeting: Friday, October 21, 2011