

**Maine Quality Forum  
Advisory Council**

**January 16, 2004  
Minutes of Meeting**

The Maine Quality Forum (MQF) Advisory Council met on January 16, 2004 in the Penobscot Room of the Augusta Civic Center. Chair Bob McArtor called the meeting to order at approximately 9:00 a.m. Other members in attendance included Jonathan Beal, Laureen Biczak, Richard Bruns, Rebecca Colwell, Frank Johnson, Becky Martins, Jim McGregor, Lisa Miller, Charles Morrison, Dan Roet, Clifford Rosen, Steve Shannon, Janice Wnek and David White. Tom Dunne, Executive Director of the Dirigo Health Agency, and Maureen Booth, of the Muskie School of Public Service, were also in attendance.

The meeting began with a group exercise to acquaint members with each other and their expectations for the Quality Forum. Afterwards, the Council reconvened to accept draft minutes from the December 9, 2003, as submitted.

**Guidance from the Attorney General's Office**

Bob McArtor introduced William Laubenstein, Chief of the General Government Division of the Maine Office of the Attorney General, who was invited to orient members to their public accountability responsibilities. As a public body, meetings are open to the public and documents produced for or by council members are subject to public disclosure with few exceptions (e.g., personnel matters) permitted by law. Meetings are defined to include a gathering of three or more members where Forum business is discussed. Members were discouraged from conducting meetings by conference call but when doing so, should give one-week notice to the public with opportunity to join in on the call. Minutes and other materials reviewed or produced by the Council should be shared with attendees of the meeting and, ultimately, on any web site developed for Dirigo Health.

**Presentations by Key Organizations**

Three organizations were invited to discuss the relevance of their missions to that of the Maine Quality Forum: Maine Health Data Organization (presenter Al Prysunka), Maine Health Management Coalition (presenter Doug Libby), and the Maine Health Information Center (presenters Lisa Miller and Jim Harnar). Following the presentations, members inquired about the scope of the data bases maintained by each organization, public access to the data, and future priorities. Members expressed interest in following up in greater detail once decisions were made on quality initiatives to be undertaken by the Maine Quality Forum during the coming year.

**Guidance from Dirigo Health Board**

Bob McArtor reported that the Dirigo Health Board endorsed how the Advisory Council was proceeding in acting on the following priorities:

- Develop Mission Statement
- Establish Provider SubGroup

- Select performance indicators for public reporting
- Conduct technology assessment in support of the CON and State Health Planning processes.

### **Maine Quality Forum Budget**

Tom Dunne reported that a MQF budget baseline was approved by the Dirigo Board. For the year though June 30, 2004, available funds are as follows:

Internal cost	\$200,000	- cost for Dirigo Health staff, incl. time from Exec Dir
External cost	\$400,000	- cost for external services and products.

The Board directed Mr. Dunne to: 1) report regularly; 2) bring large expenditure proposals to their attention prior to authorization; 3) act consistently with the legislated mandate of being the “treasurer” for these funds.

### **MQF Director**

Tom Dunne reported that 16 candidates have applied for the position of Director, Maine Quality Forum. The Search Committee has decided to extend the search for an additional two weeks before taking developing a short list of candidates.

### **Dirigo Health Benefit Plan**

A draft benefit plan will be discussed at the Dirigo Health Board at its January 30 meeting. While time constraints will not permit a full review of the draft benefit plan by the MQF Advisory Council, Tom Dunne requested that members submit ideas for core elements to be addressed in the plan. Some proposals made at the meeting suggested that:

- The plan emphasize wellness and preventive services
- Premium costs not be the sole driver of the product
- Consideration be given to premium reductions for positive health behavior.
- Dirigo Health take advantage of its unique advantages over the private market (e.g., subsidies)

Tom encouraged members to contact him with any further ideas for the benefit plan.

### **Subgroup Reports**

Two subgroups, MQF Mission and Provider Group, were scheduled to report at this meeting but time did not permit. These reports will be made at the January 30 meeting.

### **Audience Questions**

Bob McArtor invited guests to raise any questions or issues. It was announced that amendments to Rule 850, Health Plan Accountability, have been provisionally adopted pending legislative review in February. Amendments can be found on the Department of Professional and Professional Regulation web site. It was also suggested that ambulatory surgical centers be added to the proposed list of members for the Provider Group. Use of microphones was also encouraged at future meetings.

### **Adjournment**

The meeting adjourned at approximately 12:15 p.m.