

STATE OF CONNECTICUT
State Innovation Model
Consumer Advisory Board
Planning Sub-Committee

Meeting Summary
Wednesday, January 13, 2016

Location: 450 Capitol Avenue, 2nd Floor, Conference Room 2B, Hartford, CT 06106

Members Present: Patricia Checko; Arlene Murphy; Alice Ferguson; Fernando Morales; Kevin Galvin

Call to Order

The meeting was called to order at 1:00 p.m.

This was the first meeting of the CAB Planning Subcommittee. Due to confusion about the meeting time, the meeting was convened in two parts.

Members discussed the purpose and goals of the Subcommittee at both times. This group will make recommendations to the CAB regarding goals and objectives for the SIM consumer engagement and communication plan and the SIM CAB operations plan. The Planning Sub-Committee will also make recommendations for CAB consideration to ensure meaningful consumer participation in the SIM healthcare innovation process. After an extensive discussion, the group recommended some initial issues and initiatives:

1. The Appointment Committee should not be a separate Committee. Planning Committee will make recommendations to CAB on consumer representative appointment issues such as; consumer representative outreach and sustainability, term limits and CAB leadership.
2. A brief survey needs be distributed to CAB Members to gather feedback on CAB member priorities, what we are trying to accomplish, are we making a difference, what efforts have been successful in promoting consumer participation, what improvements could be made, and priorities for future Community Forums and Listening Sessions.
3. CAB needs to develop a plan for on-going internal and external communications. This could include go-to meeting, website, and other strategies. It is important that this plan establishes an effective feedback loop with consumers and with diverse communities throughout Connecticut.
4. CAB needs to develop a template or policies and procedures for events such as forums and listening sessions and develop a system for archiving and making available reports, videos and other materials for the consumers and others. It is very important that CAB shares and emphasizes the feedback from these Forums with SIM Steering Committee and Workgroups so they are part of the SIM decision making process.
5. CAB meeting agendas need to emphasize Board member discussion and deliberation on important timely questions and should not just be "reporting out" sessions.

6. The Planning Sub-Committee will make recommendations to CAB regarding consumer engagement events and setting the calendar of events.
7. Some suggested that the Planning Sub-Committee should be more diverse and include the subcommittees, PMO staff and more consumer representatives.

The meeting adjourned at 3:00 p.m.