HB10_1332 MEDICAL CLEAN CLAIMS TRANSPARENCY AND UNIFORMITY ACT TASK FORCE Meeting Minutes Wednesday, February 23, 2011 12:00 noon to 12:57 MST Call-in Number: 1-800-406-9170 Conference ID: 3891479554		
Attendees: • Tammy Banks (alternate) • Michele Baran (alternate) • Dr. Tom Darr • Kim Davis • Dr. Mark Dawson • Catherine Hanson • Barry Keene (Co-Chair) • Lori Marden • Kathy McCreary • Dr. Douglas Moeller • Mark Painter • Mark Rieger • Marilyn Rissmiller (Co-Chair) • Ryshell Schrader • BethAnn Wright • Kelly Smith (State of Vermont) • Kelly Shanahan-Marshall	**Meeting Objective(s):** **Key:** -TFM = Task Force Member -CC = Co-Chair	

MEETING MINUTES

Topic	Discussion	Action	Due Date
Roll Call & Welcoming Remarks	**ROLL CALL & WELCOME:** 15 Members in Attendance. We lost a TFM, Tina Sherman, representing Ambulatory Surgical Centers. Working on replacement.	**Quorum met.**	

Topic	Discussion	Action	Due Date
House Keeping • **Conference Call Etiquette** • **Approve January Minutes** • **Future Meeting Schedule**	**CONFERENCE CALL ETIQUETTE:** CC: If not talking, please mute. Introduce yourself before speaking **APPROVAL OF JANUARY MINUTES:** Minutes approved. **FUTURE MEETING SCHEDULE:** **Conference Calls:** 4th Wednesday of the month for conference calls at 12pm MST, approximately one hour and fifteen minutes. **In-Person:** Quarterly: 4th Wednesday of month. May 25, August 24, EXCEPT November 30th. To commence at 8:30am and adjourn at 4:00pm for one day. If going to be absent from a meeting, welcome to provide an alternate to provide direct feedback to you. Won't be a voting member, but could help you keep up to speed on what is going on. **Upcoming Meeting:** CMS will host webinar for the March meeting. Face-Face meetings for call-ins will depend on the facility.	**Minutes Adopted** **Dates for Conference Calls and In-Person Quarterly Meetings Adopted** **Webinar format for next conference call.**	
Topic	**Discussion**	**Action**	**Due Date**
Discussion & Adoption of Bylaws	**DISCUSSION & ADOPTION OF BYLAWS:** Bylaws approved.	**Bylaws adopted.**	
Topic	**Discussion**	**Action**	**Due Date**
Committee Reports	**COMMITTEE REPORTS**		

• **CCI Overview** • **Professional Society Outreach** • **Data Sustaining Repository** • **Project Management** • **Finance Committee**	CC: Use Kelly Smith from the State of Vermont as a resource; invite her to meetings. **CCI OVERVIEW (CCI-O):** Preliminary poll of data has been compiled. First committee meeting to occur early March. Will put together an NCCI overview in PowerPoint to distribute. Data filters look great – with all variables – easy to navigate. Will distribute NCCI data prior to next meeting with notes provided to accommodate understanding. If there are questions, please contact committee chair. **PROFESSIONAL SOCIETY OUTREACH (PSO):** Have networked with individuals that have expertise in outreach; will help us strategize. Trying to identify whom we need to pull in and who to get early buy-ins from. Niles Rosen would help contribute to outreach. Committee working on gaining a commitment for him to make a presentation. Rosen is the originator of NCCI under the CMF umbrella. We are reaching out weekly to CMS and am hopeful we can be successful by the next meeting. **DATA SUSTAINING REPOSITORY (DSR)** CC: This committee is about determining how the edits will be maintained and sustained.	**Schedule meeting for early March.** **NCCI Data to be distributed.** **Work on commitment from Niles Rosen.**	

	March 23rd: we expect to have committee populated. Accepting volunteers for DSR committee. Next couple weeks: should have a pretty solid composition of the committee and then we can devise a straw-man document to present to the group in May. **PROJECT MANAGEMENT (PM)** No formal meeting. Project plan came out of the agenda and then pulled expectations from that for meetings ahead. 1. Project plan the taskforce work itself out through 2013 (first phase). Implementation not included. 2. Detailed only for Year 1. 3. Will flush it out to make it a more effective tool in the next week or so. The committee chairs will help inform how to structure the tool and how to add to the project plan. 4. We will set meeting locations and times…done. 5. We will set the agenda; will coordinate with sub-committee chairs to set meeting agenda. Will ask committee chairs to look at their responsibilities and ask for changes and suggestions **FINANCE COMMITTEE (FC)** Need co-chairs for PM and FC. Formal committee meeting has taken place. Have gone through our budget construct. Very detailed timeline and line-budget items. Increased the budget: $113,000 for 2 years.	**Establish committee.** **Committee Chairs need to contribute to structure and additions to project plan.**	**March have committee established.**

	$40,000 committed in pledge or receipt. Increases for additional administrative support: background work and create a website for our documents. Meeting with Sue Birch of Director HCPF planned. Original budget was accepted by the last head of HCPF, but need to talk with Director Birch about our updated budget and protocol for replacing our lost TFM.	**Meet with Director Birch.**	
Other Business	None.		
Public Comment **Adjourn**	None. **Suggestions for next meeting?** Webinar setting to accommodate data and other documents for review. CMS can accommodate a webinar. Materials on slides will help understanding and keep everyone engaged. Webinar planned for March meeting. **Move to adjourn. 12:57.**		