



MEETING MINUTES

November 1, 2019
10:00 AM-12:00 PM

Location:

Department of Medical Assistance Services
600 East Broad Street
Richmond, VA 23219
Conference Room 7D

The following CHIPAC Executive Subcommittee members were present:

- Denise Daly Konrad Chair of CHIPAC
- Michele Chesser Vice Chair of CHIPAC
- Amy Edwards Membership Chair

The following CHIPAC Executive Subcommittee members were absent:

- Ashley Everette Member at Large
- Sherry Sinkler-Crawley Member at Large

The following DMAS staff members were present:

- Hope Richardson, Senior Policy Analyst, Policy Planning and Innovation Division
- Dezari Alexander, Administrative Assistant, Policy Planning and Innovation Division

Minutes

Denise Daly Konrad, Chair of CHIPAC, called the meeting to order at 10:10 AM.

I. CHIPAC Business

- A. Review and approval of minutes from previous Executive Subcommittee meeting.** Executive Subcommittee members reviewed the minutes from the August 2, 2019 Executive Subcommittee meeting. The minutes were unanimously approved with no changes.

B. Membership Update and Discussion. Amy Edwards, VDOE's current representative on CHIPAC and CHIPAC's Membership Chair, is stepping down from her roles on CHIPAC due to other commitments. Michael Gregory, DOE's Virginia Tiered Systems of Supports (VTSS) Specialist, will assume Edwards's role on the full Committee. The Subcommittee discussed potential members to take over Edwards's Subcommittee and Membership Chair roles. The Subcommittee members will announce the available vacancies, and invite members to nominate themselves for these roles, at the upcoming full CHIPAC meeting and at the CHIPAC new member orientation that will take place immediately prior to the meeting.

The Subcommittee discussed the fact that elections for CHIPAC Chair and Vice Chair typically take place in December of odd-numbered years. The Subcommittee discussed the possibility of extending the term of Michele Chesser, CHIPAC Vice Chair, for an additional year in order to stagger the term renewals for the Chair and Vice Chair instead of potentially having all leadership transition in one year. Amy Edwards as Membership Chair recommended that the Executive Subcommittee make the amendment below to the Bylaws, for approval at the December meeting; she also recommended that the Executive Subcommittee recommend Chesser's term as Vice Chair be extended for an additional year, until December 2020; and that the Executive Subcommittee nominate CHIPAC Chair Denise Daly Konrad to serve an additional term as Chair. The proposed amendments to the Bylaws are as follows:

In Article V, Section 2 ("Selection of Officers"), item A, insert "in odd-numbered years" after "from among its membership." Item B, insert "in even-numbered years" after "from among its membership." Item C, first sentence, between "shall be held" and "in the month of December," delete "biannually."

The Executive Subcommittee accepted the recommendation of the Membership Chair.

Edwards reported that she reached out to Dr. Tegwyn Brickhouse of VCU Health and Dr. Nathan Webb of Medical Society of Virginia, whose terms expire in December 2019, and both have agreed to renew their CHIPAC membership for an additional term.

The Subcommittee discussed plans and preparation of materials for the upcoming new member orientation. Members discussed the possibility of conducting more frequent new member orientations (e.g., twice a year) to ensure that all members are fully apprised of their roles and DMAS policies concerning CHIP/FAMIS. The Subcommittee also discussed meeting format and room arrangement and the possibility of trying out some different meeting formats such as a small group discussion portion of the meeting.

C. Status of CHIPAC letters to DMAS Director and HHR Secretary and data requests. Konrad provided an update on the status of CHIPAC's data requests and letters to the DMAS Director and Secretary of Health and Human Resources. She reported that CHIPAC had requested and recently received data from DMAS about Emergency Medicaid services and the cost of those services related to labor and delivery. CHIPAC will be sending a letter communicating the recommendations approved at the September 5 meeting, regarding actions DMAS can take to ensure smooth transitions and continuity of coverage for families, children, and youth enrolled in Medicaid and FAMIS. A discussion will take place at the December CHIPAC meeting and a decision will be made as to whether to approve additional recommendations.

II. Agenda items for the December 5, 2019 Full Committee Meeting

The Subcommittee discussed topics of interest for the upcoming Full Committee meeting and other future meetings. The Subcommittee decided to include on the agenda for December 5 an update on the recent *Profile of Virginia's Uninsured* report and to include an update from DMAS staff on Virginia's current CHIP policies in the federal context, including CHIP State Plan options being utilized and eligibility guidelines for children and pregnant women as compared to other states.

Members agreed on the following draft agenda for the December 5 Full Committee Meeting:

- 1) CHIPAC Business/Introductions
 - a. Review/approval of minutes from prior meeting
 - b. Membership update and discussion
 - c. CHIPAC recommendation letters
- 2) CHIPAC Dashboard review and VDSS Update
- 3) DMAS Update
- 4) Virginia Health Care Foundation *Profile of Virginia's Uninsured* presentation and discussion
- 5) Virginia CHIP Context: Overview of eligibility policy and State Plan options
- 6) General Assembly Session presentations and discussion
 - a. Will Frank, DMAS Senior Advisor for Legislative Affairs
 - b. Jill Hanken, Virginia Poverty Law Center
- 7) Agenda for next CHIPAC Meeting
- 8) Public Comment

III. Public Comment

There was no public comment.

Closing

The meeting was adjourned at 12:10 PM.