

MEDICAL CARE ADVISORY COMMITTEE

<p>Date: May 27, 2008 Time: 9:30-11:00 a.m. Place: Capitol Plaza Hotel-Amber</p>	<p>Members Present: Michelle Black, Denice Curtis, D.D.S.; Corrie Edwards, Penny Selbee; R.N., Brandon Kennedy, M.D.; Pam Shaw, M.D.;</p> <p>Via Conference Line: Eleanor Lisbon, M.D.; Doug Gruenbacher, M.D.</p> <p>Attending KHPA: Candace Taylor, Ph.D, R.N.; Margaret Smith, M.D.; Susan Wood, R.N.; Chris English, Wanda Pohl, Reid Stacy, Brenda Kuder</p>	
TOPIC	DISCUSSION	DECISION AND/OR ACTION
<p>1. Introductions</p>	<p>Introductions were made.</p>	
<p>2. Committee Purpose and Procedures</p>	<p>Reviewed the CFR 42. This committee may discuss new policies that are being instituted, and questions that are encountered from consumers or providers.</p>	
<p>3. Legal Requirements, regulations related to the functioning of this advisory committee-Reid Stacey Senior Medicaid Attorney</p>	<p>Reid distributed information regarding his presentation.</p> <p>Discussion included the following: KHPA is covered by the Open Records and Open Meetings Act. All government papers are public records but not all are open records. Beth Schafer from KHPA is the Compliance Officer. She is the contact person when an Open Records request is received. The Kansas Open Records Act guidelines are on a website.</p> <p>Emails regarding this committee maybe subject to the Open Records request this may not include all emails.</p> <p>Protected Health Information (PHI) regarding beneficiaries aren't subject to the Open Records Act and this group will not be reviewing beneficiary level information. PHI is confidential under State and Federal law.</p>	<p>KHPA will mail out the list of websites related to Governmental Ethics Commission's, and the Attorney Generals website for members that were not present at the meeting. In addition the Governmental Ethics Commission's website was provided.</p>

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<p>3. Legal Requirements, regulations related to the functioning of this advisory committee-Reid Stacey Senior Medicaid Attorney-continued</p>	<p>This committee is subject to the Open Meetings Act. The minutes from this meeting are subject to the Open Records Act. If the public wants to be included in this meeting we have to accommodate this. When agendas are sent out if anyone from the public wants a copy we must provide one.</p> <p>If action is being taken in this meeting the decisions must be made in public.</p> <p>Reid reviewed The State Ethics Laws. There are two parts to the Governmental Ethics Commission activities. State employees, vendors, and members of Boards are required to follow certain guidelines. They are prohibited from receiving gifts or honoraries.</p> <p>If there is a lawsuit against members of this committee the Kansas Court Claims Act which is like an insurance policy for State employees that provides coverage to those who may be liable for action. The definition of employee includes members of this committee. If an employee is being sued based on work from this committee, they may request representation from a State attorney or a private attorney. The employee would be reimbursed by the State of Kansas if they use a private attorney.</p> <p>There are strict guidelines when you have been sued. When a summons is received the Attorney Generals office needs to be notified.</p>	
<p>4. Member Contracts and Instructions for claiming reimbursement</p>	<p>Each member received a contract via email. KHPA requested the contract be signed.</p> <p>Reimbursement vouchers will be provided at each meeting. Each member will be reimbursement for out</p>	<p>KHPA will mail a copy of the signed contract to members for their records. Members that are via phone will fax a copy of the contract. Reimbursement forms will be sent electronically for members that were via phone.</p>

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4. Member Contracts and Instructions for claiming reimbursement-continued	of town mileage and toll fees if applicable. Each member is paid a set amount for participating in the meeting.	At the end of each meeting an announcement will be made on what time the meeting ended.
5. Future Meetings	The committee will meet quarterly at other locations throughout the state and via video conferencing. The following dates were set for the next meeting: July 29 th , October 28 th , 2008; January 27 th , and May 26 th , 2009.	The committee will meet the last Tuesday of the selected month with a frequency of once per quarter. At the October meeting the dates for calendar year 2009 will be discussed.
6. Miscellaneous	Susan Wood is the KHPA MCAC coordinator and point of contact.	
7. Adjournment	The meeting adjourned at 10:50 a.m.	