**Title of Meeting: VADAC**

**Date:**
July 25, 2018

**Location and Time:**
WSOC Cherry Rm. B, Waterbury, 10am – 12pm

**Appointed Members Present:**
Lori Augustyniak, Jolinda LaClair, Kreig Pinkham, Cindy Thomas, Mark Weikert

**Appointed Members Absent:**
Kalev Freeman, Maria D’Heane, Mark Depman, Nissa Walke, Rebecca Porter, Theresa Randall

**Associate Members Present:**
Mitch Barron, Katie Culpo

**Meeting Facilitator and Note Taker:**
Facilitator: Cindy Thomas  
Note Taker: Tina Royer

### Meeting Objectives:

<table>
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<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Next Steps</th>
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<tr>
<td>• Previous Meeting Minutes Review</td>
<td>Jolinda LaClair motioned to accept the May minutes as written. Cindy Thomas 2nd the motion. Council voted to approve minutes.</td>
<td>N/A</td>
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| • Review of other state Advisory Councils | Stephanie Beck reviewed the Medicaid & Exchange Advisory Committee as an example of an advisory framework.  
https://legislature.vermont.gov/statutes/section/33/004/00402 | N/A                             |
| • Discuss next steps re: VADAC          | Purpose of this discussion is to propose how to redesign VADAC to meet the needs of the Health Department/ADAP.  
Cindy Thomas listed areas in which VADAC could be of assistance to ADAP.  
Jolinda LaClair suggests VADAC not hold a monthly meeting.  
Add a co-chair position to the council. | David Englander will create language to have VADAC removed from statute.  
Create a job description for council chair position. |
- After reviewing the Medicaid and Exchange Advisory Committee statute, the council would like to adopt the following:
  - Staggered 3 yr. terms.
  - Members missing 3 consecutive meetings will be removed.
  - Members whose participation is not supported through their employer or association shall receive per diem compensation.
  - The council shall have an opportunity to review and comment on agency policy initiatives, i.e. System of Care
  - ADAP shall engage the council in recommending budget priorities & recommendations. Will also have better intra & interagency coordination.
  - Health Commissioner will provide the council at regularly scheduled meetings with updates on the status of policy and budget proposals.
  - Council to convene quarterly.
  - Sub-committees to be established as needed to meet the needs of ADAP.
  - Dept. of Health to provide administrative support staff.
  - A majority of members constitute a quorum and all action shall be taken upon a majority vote.

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<th>Identify membership</th>
<th>Representatives:</th>
<th>Collect information from council for representation.</th>
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<td>Factor in AHS departments, and other agencies/departments</td>
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<td>Community partners, based on statute.</td>
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<td>Determine number of members. (btw 12-22 members)</td>
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<td>Ensure membership represents continuum of care, geographic regions/statewide, variety of</td>
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programs/services and demographics of individuals served.
- Mitch Barron asked to add to plan “membership representative of priority concerns & appointees are from multiple sectors and be explicit of expectation. Make candidates aware of that”. Balance of private and state.

| • Next meeting | • How to proceed: plan developed based on committee input; send out by email to get feedback  
|               | Present to commissioner for his approval. Then move forward with identifying membership.  
|               | Lori suggested to seek approval of draft plan through email – current membership, guests & identified state entities, i.e. DLC, DMV, etc., as opposed to August meeting.  
|               | • Cindy Thomas and Stephanie Beck will come up with draft plan, and present to VADAC via email in August.  
|               | • August VADAC meeting will be canceled. |