

Steering Committee on Performance and Outcome Reforms

Minutes for Thursday, March 25, 2010

1:00 pm – 3:00 pm

Minnesota County Insurance Trust (MCIT) Building

Present: Chuck Johnson, Kathy Johnson, Matt Hughes, Michelle Basham, Lynne Singelmann, Colleen Wieck, Judith Brumfield,

Others: Karen Harrington, Stephanie Ostwald and other interested parties.

Agenda: Co-chair Chuck Johnson called the meeting to order at 1:10 p.m.

Approval of January 2010 minutes:

A motion was made by Michelle Basham to approve January 2010 minutes as printed. Motion was seconded by Matt Hughes. Motion carried.

Subgroup report: Plan for workgroups to develop performance measures.

- What is the right level of input the groups will have in suggesting performance standards
- Discussed need to define how much work each subgroup will do
- Discussed qualifications of/for workgroup members – needs to be at director or program level of expertise.
- Need to change 'non-profit' to 'advocacy groups' in order to be more inclusive of that sector. Phrasing should portray more of a collaboration and not so separatist.
- Steering committee should 'own' membership of workgroups
- Discussed need of workgroups to occasionally have break-outs groups with program experts.
- A subgroup was formed to compile candidates for workgroups
- Language change regarding posting of meeting summaries. Determined that DHS Web site would be the primary, with committee members forwarding information to other interested parties as requested
- Each workgroup will keep its own contacts list(s)

- A communications plan will be developed around workgroup member recruitment and public input regarding the work of the committee and workgroups
- There is a need to define 'pilot group in this document
- Replace the work 'group' with 'focus areas'
- Tasks and Timelines for Part I and Part II need to incorporate language changes made to main document
- Also, under Tasks and Timelines, remove timeline on 'begin new reporting process' – cannot put reporting into place until approved by legislature

A motion was made by Lynne Singelmann to approve the Charter/Scoping Document for Performance Measurement Work Groups as amended – with final amendments being sent to the committee for comment and revision, if necessary. Motion was seconded by Colleen Wieck. Motion carried

A motion was made by Matt Hughes to form a subcommittee for choosing workgroup members. Lynne Singelmann will chair the subcommittee. Members will include Michelle Basham, Kathy Johnson and Heidi Holste. Colleen Wieck seconded the motion. Motion carried.

Committee Work Plan:

Chuck Johnson discussed the need for the committee to talk about how the next steps of the workplan were going to get done. Its time to start moving on with the Committee's charge and coming up with a timeline to implement the Work Plan.

A motion was made by Matt Hughes to form a Work Plan subcommittee. Chuck Johnson will chair. Members will include Toni Carter, Lynne Singelmann, Matt Hughes, and Kathy Johnson. Chuck Johnson seconded the motion. Motion carried.

Legislative update: Kate Lerner, MACSSA, reported that the House made a few exceptions in the language to include adequate protections for employees in counties that wish to combine services. There are some concerns with this.

The Senate left things the same. It heads to conference committee

Meeting adjourned at 3:15.

Review Action Items for next meeting

- Work Plan subcommittee will meet before the April 22, 2010 committee and report back on next steps.
- Charter/Scoping Document for Performance Measurement Work Groups subcommittee will:
 - Finalize plan with changes discussed
 - Finalize supporting documents
 - Define what 'performance standards' are/means
 - Come up with a performance reporting process and recommended framework
 - Preliminary report will be presented at April 22, 2010 committee meeting with final report due by May 27, 2010 committee meeting
 - Will also come up with recommendations of for qualifications of candidates for work group members
- A communications plan will be presented to the committee by the May 27, 2010 committee meeting.
- Membership for Group 1 will be decided on by the committee by the June 24, 2010 meeting