



All Payer Claims Database Advisory Group Special Meeting  
**Meeting Minutes**

**Date:** Wednesday, February 18, 2015  
**Time:** 9:00 a.m. – 11:00 a.m. EST  
**Location:** Hilton Hartford Hotel, Hilton Grand Ballroom West

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**Members Present**

Tamim Ahmed, Dr. Robert Aseltine (phone), Mary Ellen Breault for Thomas Leonardi, Demian Fontanella for Victoria Veltri (phone), David Guttchen for Ben Barnes (phone), Matthew Katz (phone), Dr. Mary Alice Lee, Kimberly Martone for Jewel Mullen (phone), Jean Rexford, Dr. Robert Scalettar, Mary Taylor (phone), Robert Tessier, Dr. Victor Villagra, Joshua Wojcik for Kevin Lembo (phone)

**Members Absent**

James Wadleigh (Acting Chair), James Iacobellis, Dean Myshrall for Mark Raymond, Patricia Rehmer

**Other Participants**

Diane Aye, Olga Armah (present by phone to represent the Department of Public Health with designee, Kimberly Martone), Patricia McCooey (present by phone for Commissioner Bremby to represent the Department of Social Services), Robert Blundo, Frank Hoefling, Christen Orticari

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**I. Call to Order and Introductions**

Tamim Ahmed called the meeting to order at 9:00 a.m. Members introduced themselves.

**II. Public Comment**

There was no public comment.

**III. Approval of February 5, 2015 Meeting Minutes**

Kimberly Martone made a motion to discuss the minutes. Robert Tessier seconded. Matthew Katz asked for an administrative change in Section V.7. on Data Analytics and Reporting in the Overview of APCD Implementation. **Ms. Martone moved to accept the minutes as amended. Dr. Victor Villagra seconded. Motion passed.**

**IV. CEO/ ED Updates**

Mr. Ahmed stated that the special meeting was convened, per member request at the February 5 APCD Advisory Group meeting, to review and discuss the proposed APCD reports and process.

Dr. Robert Scalettar asked for the link to the APCD Showcase, a web site hosted by the APCD Council, to be added to the APCD meetings page. The webpage provided case studies and report examples from other state all-payer claims databases (APCDs). Christen Orticari synced the APCD webpage with the requested content.

**V. Report Development Process**

Mr. Ahmed gave members a summary of the 10 proposed reports and explained how they were defined to incorporate stakeholder use cases, and the legislative mandate for reporting. He explained and gave examples of how limited resources, availability of expertise, time and report development complexity were challenges taken into consideration in the report proposal and definition process.

## **VI. Proposed APCD Reporting**

Mr. Blundo provided members the historical, legislative perspective that drove content of the first 10 proposed reports. He explained the 10 proposed reports were intended to scope out contractor reporting capabilities the Connecticut APCD needed to accomplish future reporting goals. He proposed and collected advisory feedback on a mission and vision to serve as the guiding principles for the report development process. Members were in agreement that the mission should support creation of actionable, accurate and attainable reports, given the limitations of administrative claims data. Members recommended various ways to amend the report development mission, and requested that a follow-up meeting be held to confirm changes to the mission statement. Staff planned to schedule a special meeting and send out a revised version of the report development mission for discussion at the next Advisory meeting.

Next, Mr. Blundo gave an overview of the APCD report stakeholders, challenges and opportunities in creating public facing reports. In addition, he outlined a proposed approach AHA planned to take for cataloguing, prioritizing, defining, developing, and testing proposed APCD reports moving forward. The APCD Advisory Group deliberated the need for member feedback in creation of a report catalogue and requested a discussion on the report feedback process be included in the next special meeting.

## **VII. Next Steps**

Mr. Blundo reiterated the following list of meeting takeaways for the next special meeting of the APCD Advisory Group.

- Staff would add the link to the APCD Showcase to the APCD web page.
- Staff would provide more information on public reporting limitations related to antitrust and cell size limitation. Staff to propose revisions to the mission and vision statement for the report development process. Members advised that revisions include select words, such as transparency and consumer.
- Staff to propose how the report catalogue will be shared among the APCD Advisory Group and how the prioritization will be communicated.
- Staff to schedule a one hour meeting to discuss the mission statement, catalogue format and approach for collecting members' comments in between meetings.

## **VIII. Future Meetings**

An off-cycle meeting would be scheduled within the forthcoming two weeks for members to discuss the APCD mission and vision and feedback process reports. The next regular meeting of the APCD Advisory Group was May 14 from 9:00 to 11:00 a.m.

## **IX. Adjournment**

**Mr. Ahmed entertained a motion to adjourn the meeting. Mr. Tessier motioned. Mr. Katz seconded the motion. Motion passed unanimously. The meeting was adjourned at 11:00 a.m.**