

12th Meeting of the Maryland Community Health Resources Commission

**February 5, 2007
UMBC Technology Center-Viewing Gallery
1450 South Rolling Road
Baltimore, MD 21227**

Acting Chair Alice Burton called the meeting to order at 1:35 PM. Commissioners Leon Kaplan, Donald Roane, Karla Ruhe Roskos, Yvette Benjamin, Kendall Hunter, Jude Boyer-Patrick, and John Hurson were also present. Commissioners Jorge Calderon and Joseph Ross were excused.

Acting Chair Burton asked for a motion to go into a closed session. Commissioner Roskos made and Commissioner Hunter seconded the motion, which was approved through a voice vote of the Commissioners present. The Commission went into a closed session at 1:37 PM pursuant to State Government article §10-508(a)(1) to discuss personnel matters.

The Commission returned to public session at 2:12 PM.

MEETING MINUTES

Acting Chair Burton asked for a motion to approve the January 8, 2007 meeting minutes, which was made by Commissioner Roskos. The motion was seconded by Commissioner Benjamin and approved through a voice vote of the Commissioners present.

GRANTS UPDATE

Commissioner Roskos updated the Commission on the status of the grant awards. She reported that 11 of the 12 grantees had signed their contracts and the grantees provided positive feedback on the Commission's grant process.

Acting Chair Burton reported that the Commission received an unsolicited proposal and asked for suggestions on how to proceed. After discussing the issue, the Commission agreed to defer the letter to the Capital and Operations Committee. The Committee will determine the urgency of the proposal and establish a procedure for processing future unsolicited requests. Following this process, the Committee will present its recommendations to the full Commission.

STAFF REPORT

Grace Zaczek updated the Commission on several staffing issues. She reported that the Commission may have office space in the Patterson Avenue building and job descriptions for staff are currently being developed. She also reported that she spoke at a forum for the

Rural Health Administration and met with Senator Middleton to discuss oral health issues.

LEGISLATIVE AND BUDGET ISSUES

Acting Chair Alice Burton reported that the Commission's budget hearings are coming up. In the other commissions, the Chair and Executive Director typically attend these hearings. She also asked for discussion on the issue of reviewing and commenting on legislation. Currently, there is not any legislation that directly impacts the Commission. The Commission decided that, this year, it will only review legislation if it would have a direct impact. If this were to occur, the Commission would set up a public conference call to discuss the issue.

Assistant Attorney General Jane Pilliod reported that the Commission may want to make some administrative changes to its statute. She suggested the following changes:

- Removing the standing committee names from the statute
- Changing language related to meeting quorums
- Adding a provision for compensation
- Changing the length and staggering the terms of Commission members

After discussing these issues, the Commission agreed not to pursue any administrative changes this year.

SCHOOL-BASED HEALTH CENTERS

Commissioner Benjamin gave a presentation on the Commission's legislative charge to study school-based health centers. She provided an overview of the legislation and proposed a process and timeline for conducting the study. She suggested that the study be conducted between April and September 2007 with a final report included with the October 1 annual report submission. After discussing the issue, the Commission decided that it should meet with the Maryland State Department of Education and the Maryland Assembly on School-Based Health Centers before finalizing the study details.

WORK PLAN AND SCHEDULE

Grace Zaczek presented the Commission with a tentative work plan and schedule for addressing its legislative mandates. Commissioner Hurson suggested that the timeline be reduced to a six month plan and asked Ms. Zaczek to present it at the next meeting.

NEXT MEETING DATE

Acting Chair Burton announced that the next meeting date will be Monday, April 16 at 1:30 PM. During this meeting, the Commission will solicit public input on possible directions for Information Technology grants.

ADJOURNMENT

Acting Chair Burton asked for a motion to adjourn the meeting. Commissioner Roane made and Commissioner Kaplan seconded the motion. Acting Chair Burton declared the meeting adjourned at 5:00 PM.