Medicaid Advisory Committee (MAC)

Member Handbook
MEMORANDUM

To: Committee Member
From: Medicaid Director
Date: February 21, 2017
Subject: Committee Procedures

Welcome! Below you will find guidelines for Committee procedures regarding scheduling, meeting attendance, agendas, and other useful information as you begin your appointment with the Medicaid Advisory Committee (MAC).

1. **Scheduling and Meeting Attendance.** Committee meetings are held quarterly. Meeting dates will be discussed and approved during the last meeting of the year. All meeting invites will be sent out at the beginning of each year.

2. **Agenda.** The agenda for each meeting will be sent out to you the Friday before the meeting. If you do not receive it at least three days prior to the meeting, please call Ms. Flowers and another agenda will be sent.

3. **Other Information.** Our offices are located at 402 W. Washington Street, Indianapolis, IN. Our regular business hours are 8:00am - 4:30pm, Monday through Friday.

4. You can find additional information regarding the Committee at the Office of Medicaid Policy and Planning website under the Advisory Committees section: [http://www.in.gov/fssa/ompp](http://www.in.gov/fssa/ompp)

If you have any additional questions or concerns, please feel free to contact Jordan Flowers, MAC Secretary, at 317-234-8946 or Jordan.Flowers@fssa.in.gov.
Chapter 33. Medicaid Advisory Committee

IC 12-15-33
Committee defined
Sec. 1. As used in this chapter, "committee" refers to the Medicaid advisory committee created by this chapter.
IC 12-15-33-2
Committee created
Sec. 2. The Medicaid advisory committee is created to act in an advisory capacity to the following:
(1) The office in the administration of the Medicaid program.
(2) The children's health policy board established by IC 4-23-27-2 in the board's responsibility to direct policy coordination of children's health programs.
IC 12-15-33-3
Membership; appointment
Sec. 3. The committee shall be appointed as follows:
(1) One (1) member shall be appointed by the administrator of the office to represent each of the following organizations:
   (A) Indiana Council of Community Mental Health Centers.
   (B) Indiana State Medical Association.
   (C) Indiana State Chapter of the American Academy of Pediatrics.
   (D) Indiana Hospital Association.
   (E) Indiana Dental Association.
   (F) Indiana State Psychiatric Association.
   (G) Indiana State Osteopathic Association.
   (H) Indiana State Nurses Association.
   (I) Indiana State Licensed Practical Nurses Association.
   (J) Indiana State Podiatry Association.
   (K) Indiana Health Care Association.
   (L) Indiana Optometric Association.
   (M) Indiana Pharmaceutical Association.
   (N) Indiana Psychological Association.
   (O) Indiana State Chiropractic Association.
   (P) Indiana Ambulance Association.
   (Q) Indiana Association for Home Care.
   (R) Indiana Academy of Ophthalmology.
   (S) Indiana Speech and Hearing Association.
   (T) Indiana Academy of Physicians Assistants
(2) Ten (10) members shall be appointed by the governor as follows:
   (A) One (1) member who represents agricultural interests.
   (B) One (1) member who represents business and industrial interests.
   (C) One (1) member who represents labor interests.
   (D) One (1) member who represents insurance interests.
   (E) One (1) member who represents a statewide taxpayer association.
   (F) Two (2) members who are parent advocates.
   (G) Three (3) members who represent Indiana citizens.
(3) One (1) member shall be appointed by the president pro tempore of the senate acting in the capacity as president pro tempore of the senate to represent the senate.
(4) One (1) member shall be appointed by the speaker of the house of representatives to represent the house of representatives.
IC 12-15-33-4
Expiration of term; designation of successor
Sec. 4. An appointment to the committee terminates July 1 of the year in which the appointment expires, but a member serves until the member's successor is designated.

IC 12-15-33-5
Term of office
Sec. 5. An appointment to the committee is for a four (4) year term, except the representatives of the senate and house of representatives, whose terms coincide with the representative's or senator's respective legislative terms.

IC 12-15-33-6
Ex officio members
Sec. 6. The following shall serve as ex officio members of the committee:
   (1) The state health commissioner or the commissioner's designee.
   (2) The director of the division of mental health and addiction or the director's designee.
   (3) The administrator of the office.

IC 12-15-33-7
Committee secretary
Sec. 7. The administrator of the office shall serve as secretary of the committee.

IC 12-15-33-8
Subcommittees
Sec. 8. A subcommittee may be created as the committee considers necessary. The chairman of each subcommittee must be a member of the committee.

IC 12-15-33-9
Meetings
Sec. 9. The committee shall do the following:
   (1) Meet at least four (4) times each year, one (1) time in each calendar quarter.
   (2) Hold special meetings that the committee or the secretary requests.

IC 12-15-33-10
Travel allowance
Sec. 10. Appointed members of the committee are entitled to receive travel allowance to and from regular or special meetings in accordance with the amounts set by and the provisions of the budget committee for state employees.

http://iga.in.gov/legislative/laws/2014/ic/titles/012/articles/015/chapters/033/
Medicaid Advisory Committee

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Medicaid Advisory Committee

2019 Meeting Dates

Statute requires quarterly meetings or as the chair or Medicaid Director request. Agenda items are required 2 weeks before a meeting and the final agenda will be distributed the Friday before a meeting date.

**February 27** — 10:00pm-12:00pm
*IGCS- Conference Room C*

**May 23** — 10:00am-12:00pm
*IGCS- Conference Room C*

**August 22** — 10:00am-12:00pm
*IGCS- Conference Room C*

**November 12** — 10:00am-12:00pm
*IGCS- Conference Room C*