

## **MEDICAID COMMITTEE CHARTER**

### **I. Introduction and Statement of Purpose**

The Executive Council of the Ohio Association of County Behavioral Health Authorities approved the establishment of a Standing Medicaid Committee on October 25, 2004. The purpose of the Medicaid Committee is to:

- Become the designated body within the Association that initially addresses any Medicaid issue that arises;
- Examine the impact that Medicaid has on Ohio's Behavioral Health System and make needed recommendations for change;
- Educate and assist all Boards in adhering to Federal and State Medicaid laws, rules and regulations;
- Participate and represent the Association on committees developed to address Medicaid policy.

### **II. Committee Organization**

The President is responsible for appointing the chairperson of the Medicaid Committee. The chairperson must be a Board Executive Director and a member of the Ohio Association of County Behavioral Health Authorities. Other members include Board Executive Directors or their designee(s). In addition, representatives from ODMH and ODADAS will be asked to participate in committee activities as necessary.

The Medicaid Committee will meet at least bi-monthly. The Committee has the authority to appoint subcommittees as needed, and may assign ad hoc members to serve on these subcommittees. The committee will also work with the Culture of Quality Initiative addressing concerns around the Medicaid Standards.

### **III. Committee Responsibilities**

The Medicaid Committee shall work to further the 4 purposes as set forth in the introduction; additionally the committee shall accept assignments from the Association's Executive Council, Mental Health Division and the Alcohol and Drug Division. In the event that the Committee determines it would like to take on a specific task, it must first seek the approval of the Executive Council.

Any position statement or other documentation that are to be brought before the committee for a vote, must be sent out to the full committee at least seven days in advance, or have been discussed in prior meetings so that members have an opportunity to review the document(s) and discuss them internally with their respective Board Director(s).

If such documentation is not presented to committee members at least seven days in advance of a meeting, it may be brought before the committee for discussion purposes, but a vote to approve it cannot occur until the next meeting of the committee.

#### IV. Association Staff Responsibilities

An Association staff member will attend each Committee meeting and will be responsible for maintaining the minutes of each meeting. Minutes shall be circulated to the full membership no later than 7 days after a meeting is held. Association staff will also be responsible for keeping Committee members apprised of any legislation or litigation that might potentially affect the Behavioral Health System.