

# Medicaid Management Service, Inc.

June 30, 2022

5:00 PM

## Agenda

- |      |                                 |                                  |
|------|---------------------------------|----------------------------------|
| I.   | Welcome                         | Stuart Gaines, President         |
| II.  | Approval of Minutes (5.26.2022) | Stuart Gaines, President         |
| III. | Guidehouse Consulting Update    | Mark Tellier, Executive Director |
| IV.  | Executive Directors Report      | Mark Tellier, Executive Director |
| V.   | Board Recruitment               | Stuart Gaines, President         |
| VI.  | Open Discussion                 |                                  |
| VII. | Adjourn                         | Stuart Gaines, President         |

Vision: Older adults and adults with disabilities are valued and have the resources they need to live with dignity and security in an age- and ability-friendly community.

Mission: ElderSource empowers people to live and age with independence and dignity in their homes and their communities.

Inclusion Statement: ElderSource values all people – including but not limited to all nationalities, socio-economic backgrounds, abilities, races, genders, religious perspectives, sexual orientations and gender identities – in everything we do. We welcome the unique insights and perspectives of all persons in our quest to fulfill our mission.

**Medicaid Management Services, Inc. (MMS)**  
**10688 Old St. Augustine Rd.**  
**May 25, 2022, at 5:00 PM**

**Present**

Stuart Gaines, President - Via Zoom  
Samantha Prokop- via Zoom  
Veronica Catoe, Vice President- Via Zoom  
Ross Berry- via Zoom

**Absent**

Patrick Daly, Treasurer- via Zoom

**Staff Present:**

Mark Tellier, Executive Director  
James Lee, Chief Financial Officer at ElderSource  
Jessica Del Rio, Executive Administrative Assistant

**Guest Present:**

Scott Mackie, Guidehouse  
Lance Robertson, Director at Guidehouse

**Meeting Called to Order:**

The meeting was called to order at 5:06 PM by Stuart Gaines

**Approval of Minutes:**

The minutes were deferred and will be sent to Board members via email for review and approval.

**Gap Analysis Update**

Lance Robertson, Guidehouse Director, and Scott Mackie, Consultant, presented the Gap Analysis and Implementation Action steps update. He stated that the Gap Analysis aims to empower MMS with a roadmap that develops the organization as a network lead entity through targeted action steps.

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**IT RFI-Non-Disclosure Agreement**

Mark Tellier stated that we have an RFI that is going out tomorrow, and we wanted to make sure that the Board is in agreement.

After a recent conversation with staff, we decided we were going to file the same approval process as the AAA. We will not sign any IT agreement until we obtain the MMS Board of Director's final approval.

It is critical that we complete the RFI as soon as possible to avoid any delays with the IT system. Mark will send the Board of Directors a copy of the RFI tomorrow.

### **Executive Director's Report**

The written Executive Director's report for May 2022 was made available to Board members in advance of their meeting through the Board portal. Questions concerning the report may be addressed to Mark Tellier, Executive Director, by telephone at (904) 391-6633 or by email at [mark.tellier@mmsinc.org](mailto:mark.tellier@mmsinc.org)

Mark Tellier, Executive Director, highlighted the following Executive Director Report items:

- Potential Partnerships
- Upcoming Presentations
- Draft Network Membership Agreement
- MMS Fact Sheet

Mark stated that we recently conducted a business case with Sunshine Health. They requested the cost-benefit analysis to show the commercial benefits of doing business with MMS, Inc. We put together a financial impact report on providing caregiver support services to their managed Medicaid clients and a business case study.

Mark noted that Sunshine Health is interested in working with us and has sent all the information to their corporate team for consideration.

To address Sam Prokop's question, Mark stated that MMS, AAA ElderSource, and ElderSource Institute are separate 501(c)3 organizations. Mark noted that MMS would contract with other providers, and ElderSource Institute would house all the services.

### **Financial Report**

James Lee presented the financial report from January-March 2022. James noted that there are no major activities within the first quarter of 2022.

James stated that we recently hired a staff accountant to focus his duties with MMS.

As of the end of March, we are at \$44,785.00 total for operating revenue, and we are projected to make \$179,140.00 at the end of the year.

James noted that DOEA revenue and associated expenses would be moved out of MMS to maintain separations between the companies.

**Motion:**

Ross Berry moved to approve the financial report ending March 2022. Samantha Prokop seconded the motion. The motion passed without opposition.

**Board Recruitment**

Stuart Gaines highlighted Board Recruitment. He stated that we were looking for new recruits and encouraged the Board to continue recruitment. Stuart noted that Patrick Daly and Mike Jorgensen are no longer part of the MMS Board.

The Board recommended that a Board member from the managed care insurance industry would be a valuable addition.

***Meeting Adjourned at 5:44 PM***

***Minutes prepared by Jessica Del Rio, Executive Administrative Assistant.***