

**Maryland Loan Assistance Repayment Program (MLARP) Advisory
Council for Physicians and Physician Assistants**

Virtual Meeting
February 1, 2023, 11:00 a.m. – 12:30 p.m.

Meeting Minutes - Approved

Advisory Council Attendees

Chair of Health Services Cost Review Commission or designee - Allan Pack
Chair of Maryland Health Care Commission or designee - Melanie Cavaliere
President of Maryland Hospital Association or designee - Erin Dorrien
Dean of University of Maryland School of Medicine or designee - Donna Parker
Dean of Johns Hopkins University School of Medicine or designee - Jessica Bienstock
President of MedChi or designee - Gene Ransom
Representative of the Maryland Primary Care Office - Elizabeth Vaidya
Representative of Maryland Board of Physicians - Damean Freas
Representative of Maryland Academy of Physician Assistants - Rick Rohrs

Department of Health (MDH) Staffing

Sadé Diggs
Kimberly Hiner

Also in Attendance

Matthew Dudzic (Maryland Board of Physicians)

Notes

I. Welcome/Introductions and Roll Call

- The virtual meeting was called to order (11:03 a.m.) by Workgroup member, Elizabeth Vaidya, who provided a brief welcome and introduction.
- Each workgroup member introduced themselves to the group during roll call and guests were offered to sign in to the virtual meeting via chat function.

II. Opening Remarks:

- Elizabeth Vaidya presented the minutes of the most recent meeting to the Council for approval. Elizabeth also provided the Council with information about shifting the approval of minutes process to an official voting process so at each meeting there will be a vote for the approval of minutes. Discussed that at least 5 members need to be present to be able to vote on minutes. Elizabeth called a motion to the Council to accept the minutes as distributed and received a motion first and second to approve.
- A Council member provided a comment that on other Council meetings they usually do

not use the Robert Rules of Order in Advisory Councils as this. The only time they use such rules is during Commission meetings. The Council discussed which process they will utilize to approve minutes moving forward. No one opposed the minutes.

- Elizabeth Vaiyda presented slides on Mandated Activities that were distributed during the initial meeting as a reminder to the Council. Also noted that the reporting will start this year, 2023. Next the living work plan was discussed to showcase a template for the Council.

III. Discussion

Operations Development: Bylaws, Position Nominations/Voting Process

- Kimberly Hiner, Office of Population Health Director, introduced herself to the Council as MDH staff and took the lead in the discussion and review of the Council bylaws. Kimberly walked through the draft bylaws with the Council and the Council position nominations/voting process. Kimberly took notes on the edits to make to the bylaws. The document will be provided back to the group for further discussion at the next Council meeting.

IV. Program Update

- Sadé Diggs presented on the current service obligations for the Maryland Loan Repayment Programs which included the details from the 2022 application cycle and awardees selected. Sadé also provided details on the fiscal year 2023 service obligations for initial and renewal awardees along with their award funding breakdowns.
- Council members asked about primary reasons for denials, with the response provided being mainly due to incomplete applications and availability of funding.
- The discussion also included that the timing of the new funds should allow more awards to be made for the upcoming application year. Council members mentioned a concern that we may want to consider talking to the General Assembly about increasing the funds again to match it to the number of individuals who apply and are eligible. Council members noted that we are not going to move the needle on access to care with only awarding 26 providers and having almost 80 eligible individuals, but not awarded. A Council member requested data on what would be needed to fund the 80 that applied in order to be able to make an ask for this amount of funding.
- Council members asked if the office is reaching out to those that are denied award. The listserv was noted to be utilized as a route to provide notification to apply and

also discussed that tailored denial letters include verbiage specific to each individual's reason for denial, such as eligible, but not funded due to lack of funding, along with the webpage link to stay up-to-date/ reapply for the next cycle. Council members proposed that the program send out a notification to those denied/eligible in 2022 to say that we have increased funding due to the Maryland General Assembly and to encourage them to apply. MedChi will reach out to the physicians that they work with to encourage them to apply.

- Council members requested a copy of the technical scoring criteria to be shared with the group.
- The 2023 application cycle information opens on March 1 and closes April 15. Presented information included the funding available for the upcoming fiscal year. Council asked how the application cycle is currently advertised. It was noted that the office utilizes the program listserv and the State Health Improvement Process newsletter currently. Council members suggested a press release to go out to provide information about the application opening. MedChi has volunteered to take the lead. A Council member requested that the Council be included in notifications that are sent out to interested applicants through the listserv once the application opens.
- Kudos provided to the office for the great job running the program.

V. Next Steps

- The set dates for the meetings were presented and noted that invitations would be sent out to the Council members. Discussed updates to the bylaws and position nomination/voting process will be finalized by MDH staff and presented at the next Council meeting. Requested information will be shared out to the Council via a follow-up email.

VI. Open Discussion with Public Comment:

- No public comments provided.

VII. Adjournment: (12:00 p.m.)

The meeting presentation is posted to and accessible on the Maryland Loan Assistance Repayment Program Advisory Council for Physicians and Physician Assistants webpage: <https://health.maryland.gov/pophealth/Pages/MLARP-Advisory-Council-for-Physicians-and-Physician-Assistants.aspx>