



**Med-QUEST Medicaid Advisory Council (MAC)  
BYLAWS**

**Effective Date: 07/08/2025**

**Article I: Name**

The name of this committee shall be the Med-QUEST Medicaid Advisory Council (MAC).

**Article III: Purpose**

The Med-QUEST MAC will amplify the voices of Hawai'i's Medicaid stakeholders to collaborate in the planning, delivery, and assessment of MQD services and programs to promote the well-being of its members.

**Article IV: Mission**

The Med-QUEST MAC will empower Hawai'i Medicaid stakeholders to improve and sustain the well-being of Med-QUEST members by providing a forum to make recommendations on how to develop, promote, and administer innovative and high-quality healthcare programs with Aloha!

**Article V: Membership**

**Composition**

The MAC shall be comprised of state or local consumer advocacy groups or community-based organizations, clinical providers or administrators, QUEST Health Plans, BAC members, and other state agencies. 25% of MAC members must come from the BAC.

**Terms**

MAC members will serve a term up to 24 months. MAC members may reapply for membership after one-year break following their term.

**Selection**

MAC members will be selected through an application process overseen by Med-QUEST. Selection criteria will include state or local consumer advocacy groups or community-based organizations, clinical providers or administrators, QUEST Health Plans, and other state agencies.

**Responsibilities**

- Attend all meetings (in person or virtually)
- Actively participate in discussions and advise the state regarding their experience with the Med-QUEST program in relation to:
  - Additions and changes to services
  - Coordination of Care
  - Quality of Services
  - Eligibility, enrollment, and renewal processes
  - Member and provider communication from Med-QUEST or MCOs



- Cultural competency, language access, and health equity
- Access to services
- Other issues that impact the provision or outcomes of health and medical care services
- Consider and promote the well-being of the Med-QUEST member population.

## **Article VI: Meetings**

### **Frequency**

The MAC will meet at least once per quarter. Additional meetings may be scheduled as necessary and would not require additional BAC meetings to precede it. At least once a quarter, BAC meetings must occur prior to MAC meetings.

### **Quorum**

A quorum shall consist of at least 50% of the council membership and at least 1 BAC council member.

### **Meeting Format**

Meetings may be conducted in person and/or virtually to accommodate member participation. Dial-in option is required for all meetings. 30-days in advance of the meeting, the date, location, and time must be publicly available.

### **Public Access**

- A minimum of 2 MAC meetings per year will be open to the public.
- MAC bylaws, meeting schedules, agendas, and minutes will be posted on the Med-QUEST website.
- Meeting minutes may include names of BAC members who consent to having their names included within the attendance.

### **Meetings**

Meeting minutes will be published on the Med-QUEST website within 30 days after the meeting.