



Med-QUEST Medicaid Advisory Council (MAC) BYLAWS

Article I: Name

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

Article II: 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 III: 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 IV: 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 V: 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.