



**Quarterly Meeting
July 22, 2004**

10:00 am to 2:00 pm

1 **Present:** Gail Katz (Chair), Karen Kaiser (Vice-Chair), Mary Vargas (Treasurer), Shannon Leidig
2 (Secretary), Micke Brown (Coordinator), Lynn McPherson (Director), Tom Carroll (Director), Kathryn Hebert
3 (Director), John Schildt (Director), Catherine Jackson (Director), Steve Buckingham (Hospice Network of
4 Maryland), Helen Hatchett (ER Case Manager RN), Kathy Braspenickx (Hospice RN), Bonita Pennino
5 (ACS Government Relations),

6 **Participants by Conference Call:** Tamara Anderson (APF)

7
8 **Absent Board Directors Excused:** William Rowe, MaryAnn Schildt, Tim Keay, Kathy Smolinski
9 **Absent Board Directors,** Cheri Baker, Alice Young, Mary Baluss

10
11
12 Meeting called to order by Gail Katz at 1022. Welcome and introductions were made.

13
14 April minutes were reviewed. No requests for correction or modification. John Schildt motioned for
15 approval, second by Mary Vargas, no discussion with unanimous vote for approval. All minutes are posted
16 on website with exception for December 2003 meeting. Alice Young agreed to provide a summary of the
17 meeting (interim secretary for end of 2003). Suggestion made to include minutes on website as draft.
18 Participants may review and provide comments for correction or clarification to Secretary or Coordinator
19 before next quarterly meeting. Final draft will be voted on subsequent quarterly meeting. Goal for posting of
20 meeting minutes will be within 2-3 weeks following meeting. Actions items may be reviewed in keeping with
21 timelines and agreements.

22
23 Additional recommendation was made to keep minutes for MPI all committee meetings to include
24 conference calls.

25
26 **Executive Board Report:**

27
28 Maryland has been selected as a Power Over Pain State along with Vermont, Kansas and Connecticut.
29 The partnership with APF in conducting the public listening activity plan was a key strength to the funding
30 decision. 2004-2005 funding includes a grant of \$10,000 to be provided in September along with a
31 publication resource package from APF/AACPI and advisory/technical support for POP campaign activities.
32 Status report from MPI is required mid-year and year end. Public Awareness Chairs, Mary Vargas and
33 Shannon Leidig agreed to serve as POP Co-coordinators. Micke, who serves as the APF POP Campaign
34 Coordinator in partnership with Matt Bromley, the AACPI POP Campaign Coordinator are the advisors to
35 state POP coordinators.

36
37 The additional activities of the grant that are required for September will be discussed during Public
38 Awareness Committee report. These are:

- 39
- Status of Governor's Proclamation for September Pain Awareness Month
 - Focused state activities in September.
- 40

41
42 Grant proposal was submitted to M&T Bank with the assistance of Tamara Anderson, Development
43 Director for APF. Rolling grant review and selection committee meets monthly except during summer
44 months. Gail expects grant review in September. Gail will monitor status and report as information made
45 available. Suggestion and discussion about sending letters of support about our public awareness activities
46 ensued. Letters of support can be sent to: J. Michael Riley, M&T Bank, 25 S. Charles Street, Baltimore, MD
47 21201.

48
49 **ACTION:** Hospice agreed to send letter. Faith-based centers where listenings have occurred would be
50 approached about interest by Shannon and John. Karen Kaiser agreed to request letter from Maryland
51 ASPMN chapter. Gail will contact Michael Gloth from the Maryland State Advisory Committee on Pain
52 Management.

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1 Mission Statement Revision Draft was provided for final review. Most comments had been provided via
2 electronic review & vote prior to meeting. Additional comments over syntax were submitted.

3
4 Proposed Full Mission Statement: The Maryland Pain Initiative (MPI) is an independent, voluntary,
5 statewide, interdisciplinary, non-profit organization dedicated to improving the quality of life of all Maryland
6 residents affected by pain through Empowerment, Advocacy and Education.

7
8 Proposed Short Form (Tag Line): MPI is dedicated to improving the quality of life of all Maryland residents
9 affected by pain through Empowerment, Advocacy and Education.

10
11 **ACTION:** Cathy moved to accept the mission statement with the amended versions; seconded by Karen,
12 no discussion with unanimous vote for approval.

13 **Treasurer's Report:**

14
15
16 A checking account has been opened with Farmers & Merchants Bank, who provided the best options for
17 non-profit organizations. Two (2) credit/debit cards have been provided for the Treasurer and Chair.
18 Current balance is \$7,179.14. An additional \$200.00 will be available through the rebate from the computer
19 notebook purchase.

20
21 An annual budget is in design to aid with future grant proposals that require specific information on
22 allocation of dollars for projects.

23
24 A report is due to ACS on the outcomes achieved from the 2003 grant of \$5,000 before another grant may
25 be requested. To date the funds were used for the purchase of the notebook (\$1,449.96). Approximately,
26 \$3500.00 remains for a targeted project.

27
28 **ACTION:** Mary and Gail will work with Jeanne Hornsby (APF accountant) to draft a formal annual budget.
29 The use of the remaining ACS funds will be held for a discussion section following the Public Awareness
30 Committee report. Micke will assist Karen Kaiser and Mary Vargas with writing the status report on ACS
31 grant for year-end. Gail will verify when report is expected by ACS office.

32 **COMMITTEE REPORTS**

33 **Public Awareness Committee: Mary Vargas and Shannon Leidig**

34
35
36
37 Micke reported on the status of the Public Listening events in Washington County was reviewed. As this
38 group has met for three (3) events, it seems to be evolving into an advocacy group more than a support
39 group. The listening activity has continued due to consistent, repeated requests from the community. The
40 PL regular participants "drive" these events. Examples of participant contributions include seeking safe
41 locations for meetings, planning the event theme, decorating/making favors, contributing to discussion
42 during listenings and publicizing to others. Action planning for next steps is underway. It was reported that
43 as these listenings expand into other counties it is anticipated that they will have different personalities,
44 have different levels of involvement and bring a variety of issues to the forefront. Public Listening activities
45 are the core of the Maryland POP Campaign for 2004-2006.

46
47 Public listenings (PL) have been found to be rich with ideas for research. Opportunities have been explored
48 by APF (Micke Brown and Yvette Colon) with the University of Maryland with Karen Kaiser and Anita
49 Tarzian. Advisors from ASPMN leadership, Paul Arnstein (Boston College) and Barbara St. Marie
50 (Minnesota) are assisting with planning concepts around the area of qualitative research. A PL report has
51 also been provided to the Maryland State Advisory Committee on Pain Management to aid with providing
52 insight on public perception and need while the final report was in draft phase.

53
54 Mary and Shannon have met with Gwenn Herman of Pain Connections about sponsoring a PL in
55 Montgomery County with that support group in November 2004. Pain Connections also has support groups

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1 in Prince George, Anne Arundel and D.C. Focus on inviting physicians to attend was a key concern for
2 Gwenn. Mary has a tentative meeting planned with faith-based leaders in Emmitsburg for a possible PL
3 opportunity in Frederick County for November as well.
4

5 A calendar was shared for MPI Board to sign-up their host counties. It is expected that each board member
6 will assist with the coordination of PL in their area, for example, find a location, provide contact persons
7 who would help with access, attend the activity. Micke, Shannon and Mary can aid with the facilitation of
8 the first event. It was encouraged that others from MPI learn how to conduct these events, to aid with
9 penetrating all counties by end of 2006. The development of a PL "train the trainer" concept was
10 recommended.

11 Mary provided a report on the first POP steering committee (see attached report) and submitted
12 recommendations for September Pain Awareness Month. Idea around balloon launch was shared. Desire
13 was to have every hospital participated on the same day at the same time as the report is signed by the
14 governor. Due to "Inky" legislation this year the balloon launch was eliminated. Butterfly launch and bubbles
15 were suggested. Since the signing time is unknown and may not be highlighted as it occurs, as well as
16 limited time span for coordination, this idea was changed. Next year, a candlelight vigil was recommended,
17 involving all counties who have participated in PL events.
18

19 An in depth discussion around the intent of activity plan and PL activities were raised to include:

- 20 • Status of Governors Proclamation
- 21 • Recognition award to other key contributors to pain work in Maryland vs. Governmental leaders
22 during signing of pain report
- 23 • Change the focus of PL events on healthcare professionals (HCP) vs. inviting attendance vs. add
24 another PL activity to target HCP
- 25 • Revising the format vs. clarifying goals and intent
- 26 • How to broaden awareness strategies that would include the use of audio/video taping; inviting
27 media, thought leaders, decision makers
- 28 • How to publicize MPI and APF work with these activities (promotional ideas)
- 29 • How to create a "safe environment" so that there is the willingness for the public to disclose freely
30 especially during their first experience.
- 31 • How to conduct PL in diverse communities: urban, rural, suburban, different cultural backgrounds,
32 etc.
- 33 • Gathering interest and funds for research projects.
34

35 The overall public awareness committee activity plan was not fully supported by the board. The board was
36 reminded that a focused activity plan for September was part of the agreement for POP state funding. Lynn
37 McPherson suggested offering a continuing education (CE) program for pharmacists as a collaborative
38 effort with University of Maryland and Maryland Pharmacy Association. A mini needs assessment could be
39 gathered. This model could be a pilot project with a post-evaluation about expansion into a formal MPI
40 project.
41

42 **ACTION:** Bonita will finalize acquisition of Governor's Proclamation. MPI board members, who have not
43 attended a listening event, need to do so in order to better understand this activity. MPI board members
44 should sign up their county (calendar was circulated). Others not in attendance today will be approached by
45 POP coordinators for other counties. Plan for expansion into non-represented counties will be discussed by
46 POP steering committee. PL "train the trainer" program will be another agenda item for the POP steering
47 committee. Lynn will lead coordination of Pharmacy CE program with the assistance of Micke, Mary, Tom
48 and Cathy. POP coordinators will plan for an additional PL in Washington County during September. Bonita
49 will arrange for representation from the Governor's office to attend the CE and present the proclamation
50

Public Policy/Advocacy Committee: Lynn McPherson

51 Preliminary final draft has been forwarded for MPI board review prior to this meeting. The final draft of
52 Governor's report is pending and remains in review/revision status. Last check this afternoon was that it
53 was not posted on the committee website according to planned timeline. Steve and Cathy attended last
54
55



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1 meeting where due diligence of review was completed. It was the highest attended meeting with most of
2 the original appointed members present. MPI survey from 2002 is to be included since there was no other
3 data to pain prevalence in the state as well as most of MPI recommendations. MPI was well represented
4 during most of the productive committee work on this report even though they may not be formally
5 recognized by the committee.

6
7 It was recommended that the October 28 meeting should be focused on report recommendations and
8 areas for proactive legislation, as necessary. Eric Galley (ACS lobbyist) should be invited to review the
9 Maryland Legislative process with MPI members. A list of legislative priorities should be created and a
10 process of matching key policy makers/committees to those priorities. One or two champions from house
11 and senate should be identified.

12
13 **ACTION:** Public Policy Committee and the MPI board will review final draft as made available. **This is**
14 **time-sensitive.** Micke will forward as soon as available. Gail will send a note of appreciation from MPI to
15 the State Committee Chair, Michael Gloth and Governor Erlich. Therefore, Gail will need feedback from the
16 board with their impressions. Micke will send a mass email to all MPI members of where to look for the
17 report for review and how to provide comment back to the State Committee. Yvette will post final draft on
18 website. Bonita will invite Eric to the next MPI meeting and provide a list of legislative committees and
19 members to the October meeting. Public Policy Committee will assist with planning of educational
20 component of Oct. meeting.

21
22 **Capacity Development: Will Rowe**

23
24 Micke reported for Will Rowe. Three (3) basic strategies have been recommended from the committee to
25 allow growth in capacity: fundraising, membership expansion, website development.

26
27 Fundraising activities: Delmarva grant was denied, but opportunity for 2005. POP grant expected in
28 September. M& T grant pending. APF Development Director, Tamara Anderson is monitoring for new
29 opportunities and assisting with grant writing. APF is purchasing Maryland Foundation directory as
30 resource. Collaborative projects with APF and other organizations may offer expanded resources. The
31 development of durable goods was offered. One idea that was suggested by the Wash. Co. PL group was
32 to sell POP T-shirt w/logo on front and state name on back.

33
34 Membership expansion: Future conference call will be needed to discuss who are our targets and why,
35 consideration of membership levels, articulate what members should expect from MPI and what MPI
36 should expect from members, and how to link POP activities as well as other MPI activities to membership
37 contributions (time, talent, money). Sharing information that is provided thru MPI could be forwarded to
38 others. Addition of new contacts is encouraged and can be as simple as reviewing your email contact list
39 and sending addresses to Micke to add to the mass email list. Pharma representatives could share
40 contacts of those who need to be working with us. A new brochure was recommended by Cathy.

41
42 Website Development: Carol Harper completed re-design. Micke and Yvette have worked on content
43 expansion that includes revision of new mission statement, adding the 2004 strategic plan, highlighting
44 public listening events. Suggestion was made that logo should match new mission statement. At a show of
45 hands, less than 50% of meeting participants had reviewed the new website.

46
47 **ACTION:** MPI board members should visit the website (www.marylandpaininitiative.org) and send
48 recommendations for improvement to either Micke or Yvette. Ideas on design should be forwarded to Carol
49 Harper. Reminder: Recruitment of new members is everyone's responsibility. Capacity committee will look
50 at the revision of membership flyer into a MPI brochure as future project, contingent upon funding
51 opportunities.

52
53 **Coordinator's Updates:**

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1 Premier Conferencing application in progress and was awaiting bank account.

2
3 **ACTION:** Micke will submit application by no later than next Monday, July 28.

4
5 Question left on MPI voicemail from a local physician for resource information specific to finding programs
6 that address chronic pain and addiction. Micke left a voice mail message to confirm receipt of call with how
7 to contact to arrange for discussion. Micke commented that this is a difficult question to answer in our state.
8 Suggestions provided included:

- 9 • Refer to Maryland Pain & Palliative Care Hotline (and/or)
10 • Contact Howard Heit for suggestions or possible referral.

11
12 **ACTION:** Micke will provide new resource information to physician caller.

13 **MISCELLANEOUS ISSUES:**

14
15 Medicaid formulary review for Preferred Drug Listing (PDL) is scheduled for Sept 23 from 0930-1230 at the
16 Radisson, Balto. Registration deadline is Sept 13th and limited. Written testimony can be submitted. Patient
17 and prescriber perspectives are needed. Do we have any intelligence on the impact of the decision made
18 last year on access barriers?

19
20
21 **ACTION:** Cathy will provide updates as they occur. Public policy committee will address how to respond
22 and where to find more information from patients or prescriber about impact of PDL restrictions on opioids.

23
24 Updates on upcoming continuing education programs were announced. Reminder was made to forward
25 this information to either Micke or Yvette for posting on the MPI website.

26 **Adjournment**

27 Recognizing no further business, the meeting adjourned at 1420.

28
29
30 Recorded by: Shannon Leidig & Mary Vargas 07-22-04

31 Reviewed by: Micke Brown 09-17-04 & Gail Katz

32 Approved by MPI Board:

33
34 Supporting documents: Public Awareness Report; Premier Conference Documents, Draft report to the
35 Governor from the Maryland State Advisory Committee on Pain Management.