

# Community Voice Subgroup Charter

## Background

In 2024, the [Community Information Exchange \(CIE\) Advisory Committee](#) began working to implement the recommendations of the CIE Task Force. Through a workgroup approach, the committee has recognized that we need a statewide CIE Advisory Committee responsible for facilitating the statewide adoption and implementation of CIE. The CIE Advisory Committee and its subcommittees support the human, organizational, and technological capacities necessary to meet the health and social needs of Michiganders.

The Community Voice Subgroup will continue to evolve the Consumer Bill of Rights ([CIE Task Force Final Report, Appendix D](#)) and provide a feedback process through which consumers can express concerns; consult with on-the-ground organizations on the integration of community voice; and provide guidance to development of the CIE Advisory Committee and its relevant subgroups.

## Purpose

The Community Voice Subgroup is established to ensure that community member experiences are central to state-level decision-making and implementation of community information exchange. The CIE Advisory Committee recognizes a need for a high degree of accountability in processes for consumers to express concerns. To center the interests of people served, the Community Voice Subgroup will establish trustworthy mechanisms by which consumers' concerns can be heard.

## Authority

The Community Voice Subgroup is established under the Michigan Department of Health and Human Services (MDHHS) Health Information Technology Commission (HITC) CIE Advisory Committee to ensure individuals impacted by CIE have greater voice in systems-level decision-making.

## Goals

1. Continue to evolve the Consumer Bill of Rights and provide a feedback process through which consumers can express concerns.
2. Consult with on-the-ground organizations on the integration of community voice to ensure active engagement of individuals with lived experience in CIE models.
3. Provide guidance to development of the CIE Advisory Committee and its Coordinating Entity Subcommittee and Data Exchange Subcommittee.

## Co-Chairs

Responsibilities of the Community Voice Subgroup co-chairs will include assisting with meeting facilitations and coordinating with MDHHS staff support in between meetings for agenda development. One member from the Community Voice Subgroup Planning Team and one individual representing consumers of services from a community information exchange initiative will serve as co-chairs. MDHHS will provide backbone support to the co-chairs.

## Meetings

The Community Voice Subgroup will meet on a regular basis as determined by the committee. During the onboarding period, MDHHS will support education around community information exchange. MDHHS will provide necessary funding, logistics, and administrative support for the subgroup, in coordination with the Policy and Planning Bureau policy. Participants will be expected to be able to attend meetings virtually, with the capacity to join on camera.

## Membership

The Community Voice Subgroup advises the CIE Advisory Committee of the Health Information Technology Commission and consists of the following members:

- (a) Up to nine individuals representing consumers or caregivers/guardians of consumers of services from a community information exchange. The majority of seats on the subgroup must be filled by individuals representing consumers or caregivers/guardians of consumers of services from community information exchange initiatives.
- (b) Up to three individuals representing an organization implementing community information exchange strategies.
- (c) One member represents the Health Information Technology Commission.
- (d) One consulting member representing the health information exchange.
- (e) One consulting member representing health plans or other third-party players supporting community information exchange activities,
- (f) One consulting member representing a statewide resource directory.