

KHPA Advisory Councils: Consumer, Provider, Purchaser  
Charter  
April 2007

The Kansas Health Policy Authority (KHPA) Board has created three advisory Councils to provide health policy recommendations that align with the Board's mission, vision principles, and strategic plan. This document will serve as a Council's Charter, by outlining the role and structure of the Councils, meeting logistics, and Board presentations.

**Role of the Councils.** A brief description of each Council is described below:

- ***Consumer Council.*** The Consumer Council will provide guidance on issues relevant to consumers, particularly regarding health care access, quality, affordability, sustainability, and health promotion, and will provide recommendations on health policies that the Board is reviewing to reflect consumer concerns and questions. Members of this Council will include individuals across Kansas who represent various consumer interests.
- ***Provider Council.*** The Provider Council, comprised of individuals who represent various health care professional interests, will provide guidance on issues pertinent to health care providers. They will provide significant input on health policy that impacts providers and patients, recommend outreach to the provider and the medical community, and encourage provider participation in public programs.
- ***Purchaser Council.*** The Purchaser Council will represent various health and health care purchaser interests. They are responsible to give significant input on health policy that impacts employers, health insurers, and other purchasers of health and health care services.

**Membership to Councils.** Nominations for each Council were reviewed by KHPA staff and determination of membership was based upon qualifications and experience in health care, professional organization to ensure a diverse membership, and geographical location. Rotation of membership and length of service will be determined by each Council.

**Structure of Councils.** Each Council will include no more than 11 to 15 members. All Councils will receive specific direction from the KHPA Board. Each Council will have a Chair who will coordinate logistics and communication within that Council.

**Meeting Logistics of Councils.** Meeting schedule and location will be determined by each Council, but it is recommended each Council initially meet on a monthly basis. Location of meetings will be determined by each council, but it is recommended the Councils meet in Topeka. Remaining meetings for each Council will be scheduled at the initial Council meeting and will be scheduled for the following six months. All meetings will be conducted as public meetings. Attendance can be arranged via teleconference call if necessary. Meeting materials will be posted on the KHPA website within one week of each Council meeting.

**Presentations to the KHPA Board.** Each Council will be staffed by the Authority, and staff will provide regular updates, i.e. progress reports, to the KHPA Board. Each Council Chair will be asked to present interim recommendations and final recommendations to the Board based on the timeframe outlined by the Board. As previously stated, it is recommended that each Council meet in the Topeka area to allow for KHPA staff support.

**Reimbursement of Meeting Expenses.** If requested, Council members will be reimbursed for mileage and other expenses while attending a Council meeting, in accordance with K.S.A. 75-7403, 75-3223 and the State of Kansas/Dept of Administration Handbook.

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