



## FEP Workgroup Committee Charter

**COMMITTEE GOAL/MISSION:** To ensure that BCBSMA's FEP HEDIS programs & initiatives are well coordinated, exceed the expectations of our accreditors, the Director's Office, members, and providers, and meet the requirements of NCQA accreditation.

**EXECUTIVE SPONSOR(s):** Karl Laskowski, Sandhya Rao

**CHAIR(s):** Kim Carvello, Federal Employee Program (FEP) HEDIS Manager

**MEMBERSHIP:**

**Voting Members**

Kim Carvello	FEP HEDIS program manager	HMM
Rebecca Oran	Director Nudge Unit	PMI
Marcia Rose	RN manager CM/UM FEP	HMM
Elizabeth Zucco	RN Med Adv CM/UM	HMM
Kathleen Kvilhaug	Clinical Pharmacist	HMM
James McPhee	Program Manager, Clinical Ops	HMM
Melissa Campbell	Communications sr specialist	Operations
Patricia Dillane	Sr Director FEP Service	FEP
Angela Mullan	Behavior scientist	PMI
Kimberly McNeil	Sr Analyst Health Data	HMM
Melanie Bentley	VP Gov Programs	Gov Programs
Kristin Jean	Director Clinical Quality	HMM
Shanshan Liu	Sr manager data scientist	PMI
Deb Kemmerer	Commercial Hedis Program Manager	HMM
Judy Bouthot	Sr Director Quality, Compliance, Cost&Trend	HMM
Karl Laskowski	VP Clinical Strategy	HMM
Anthony Tempesta	Accounting Consultant	Finance
Christin Lee	Clinical telephone coach	HMM
Sean Schwalbe	Sr program manager compliance	HMM
Michelle Powderly	Sr Director Med Adv CM/UM	HMM
Karen Sulham	Sr program manager HEDIS	PMI
Jennifer McCormack	Program Assurance mgr	FEP
Jaime Drunsic	Sr FEP Field Service	FEP
Dawn Fabrizio	Assoc Dir FEP	FEP
Maria Palardy	Sr Business Analyst	FEP



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Membership will be reviewed and updated no less than annually by the Committee Chairs.

**MEETINGS:** Meets monthly. Information disseminated monthly to Workgroup members. The expectation is that the Workgroup members will connect with appropriate colleagues to address issues and relay Workgroup initiatives.

The frequency of the meetings will be reviewed on a yearly basis. Committee members are expected to attend all meetings but may be represented by an appropriate replacement in their absence.

**OBJECTIVES:** Improve quality of care and clinical measure sets by engaging in efficient and effective methods to close care gaps and pursue innovative initiatives to achieve quality targets for FEP HEDIS.

**DECISION-MAKING:** Consensus will be the decision-making process for this committee.

**REPORTING STRUCTURE OF COMMITTEE:** The information flows between Commercial HEDIS Workgroup and HEDIS/HOS & QPC.

### CONFIDENTIALITY

In conducting its business, members of the Committee will take special care, consistent with the Company's Code of Ethics and Conduct (the Blueprint) to protect the confidentiality of sensitive information it receives.

### CONFLICTS OF INTEREST

Committee members will promptly disclose any conflict of interest they may have with respect to any matter to be discussed by the Committee.

**ANNUAL REVIEW:** The Committee Charter will be reviewed and updated annually, and when significant changes occur such as leadership changes, changes in focus to respond to revised corporate priorities, changes in reporting, changes in decision making authority and/or structure, and/or responding to external changes such as regulatory updates.

### Document Information:

#### REVISION HISTORY:

Version	Date	Revision Summary
1	6/5/2025	Creation

#### DOCUMENT OWNER:

Name	Organization
Deborah Kemmerer	HMM Clinical Quality HEDIS



## FEP Workgroup Committee Charter

Kim Carvello	HMM Clinical Quality HEDIS
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**REVIEWERS:**

Name	Division	Versions
Paula Spadea	Clinical Quality	1