**Substantial Modification (Sub Mod) Workgroup Meeting Agenda**

**Date: March 27, 2024**

**Time: 3:00 – 4:00 pm**

Welcome and Introductions

Review of Workgroup Charge – Dr. Emily Dow

Shared Goal Setting:

* + MACC – Dr. Kristin Mallory, Jane Thomas and Dr. Monica Randall
  + Morgan – Dr. Phyllis Keys
  + MICUA – Dr. Westley Forsythe, and Dr. Angela Sherman
  + St. Mary’s – Dr. Katherine Gantz
  + USM – Dr. William Reed, and Dr. Candace Caraco
  + MHEC –Dr. Emily Dow, Trish Gordon-McCown, Dr. Lyndsay Silva

Planning

* Submit recommendations for review by September
  + Propose over the next 5-6 meetings:
    1. Review the current regulatory definition of a substantial modification
       - First, discuss what a sub mod currently is
       - Then, what it should be regardless of the current definition
    2. Review the current regulatory definition of a substantial modification
       - First, review the current review process for sub mods
       - Then, consider how the *new* definition can best be implemented
    3. Finally, revisit the definition and draft final recommendations
  + Discuss format for meetings

Next Meeting

* + Please review the current regulations for substantial modifications
    1. Definition – [COMAR 13B.02.03.02](https://dsd.maryland.gov/regulations/Pages/13B.02.03.02.aspx).
    2. Statutory Authority of the Commission – [COMAR 13B.02.03.03](https://dsd.maryland.gov/regulations/Pages/13B.02.03.03.aspx).

Final Comments

Adjourn