

# Maine Telehealth and Telemonitoring Advisory Group

## AI Workgroup – Meeting Minutes

Meeting	Third AI Workgroup Meeting
Date	Monday, January 12, 2026
Time	12:00–1:00 PM ET
Location	Zoom
Facilitators	Andrew Solomon; Danielle Louder; Reid Plimpton; Caren Bishop
Recorder	Prepared from meeting transcript and notes, with AI-curated summaries

### Attendees

- Alecia Swihart
- Andrew Solomon
- Carol Carew
- Danielle Louder
- Lisa Letourneau
- Reid Plimpton
- Tim Terranova

### Agenda

- Welcome, administrative items, and agenda review
- RHTP/CMS budget update and timeline
- AI landscape scan and shared resources
- AI utilization survey update and distribution planning
- Rural AI hub concept and next steps

#### 1) Welcome & Administrative Items

The group opened with brief administrative items and reviewed the agenda for the session. Several members were unable to attend due to scheduling conflicts. The group confirmed the primary focus areas for this meeting: an update on RHTP/CMS budget status, a scan of current AI resources and policy-relevant developments, and next steps for the statewide AI utilization survey and rural AI hub concept.

#### 2) RHTP / CMS Budget Update and Timeline

Danielle Louder provided an update on the Rural Health Transformation Program (RHTP) year-one budget. Maine’s year-one award was noted as \$190 million, relative to a prior \$200 million planning assumption. The group discussed budget adjustments made while awaiting CMS approval and reviewed expectations for the CMS feedback and approval timeline.

Participants noted that, once approvals are confirmed, the state expects to move quickly on operational steps such as posting positions and advancing contracting processes, including a sole-source contracting approach involving MCD Global Health.

### **3) AI Landscape Scan and Shared Resources**

The group shared and discussed several AI-related resources relevant to healthcare governance, evaluation, and implementation. Topics included data sharing and policy considerations, practical guidance for evaluating AI tools, and emerging partnerships that may inform Maine's approach.

Resources shared during the meeting included: an Anthropic briefing on healthcare and life sciences; new best-practice guidance and testing/evaluation frameworks from the Coalition for Health AI (CHAI); a policy discussion/recap video (Scaling Laws) featuring Sen. Maroney and Neil Chilson; and background information on the Health AI Partnership out of Duke. The group also discussed locating and reviewing data sharing policies as a practical input to governance and implementation work.

### **4) AI Utilization Survey Update and Distribution Planning**

The Workgroup reviewed progress on revisions to the AI utilization survey and discussed the remaining steps needed to finalize and distribute the survey to a broader audience. Participants emphasized converting the updated survey into a digital format and circulating it to the Workgroup for asynchronous review.

The group agreed that the survey link should be distributed to the larger THTM advisory group in advance of the February 5 quarterly meeting, with the intent to review initial responses and implications for resource development in upcoming Workgroup meetings.

### **5) Rural AI Hub Concept: Early Functions and Governance Considerations**

The group continued early brainstorming on a rural AI hub concept, focused on what services and supports would be most valuable for smaller and rural organizations. Discussion emphasized the need for practical governance guidance, implementation resources, and shared learning structures that reduce burden for organizations with limited internal capacity.

Participants highlighted the potential role of the hub in supporting affordable access to high-value use cases (e.g., ambient documentation), as well as developing patient- and community-facing resources related to transparency, consent, and responsible use as AI becomes more embedded in clinical workflows.

## **Decisions and Agreements**

- The Workgroup will convert the updated AI utilization survey into a digital format and circulate it for asynchronous review prior to distribution.
- The survey link will be distributed to the larger THTM advisory group in advance of the February 5 quarterly meeting.

- The Workgroup will continue refining the rural AI hub concept, including core functions and governance supports appropriate for rural settings.
- The group will continue sharing and curating practical external guidance (e.g., evaluation frameworks and partnership models) to inform Maine-specific resources.

### **Action Items**

- Caren Bishop: Create a draft digital version of the updated survey in SurveyMonkey and share the link with Andrew and Reid for review and population.
- Caren / Andrew / Reid: Finalize and send out the survey link to the larger group (targeting distribution in advance of the February 5 quarterly meeting).
- Danielle Louder: Include the survey link in the messaging/agenda for the February 5 quarterly THTM advisory meeting and distribute to the larger group.
- All Workgroup members: Review the updated survey when circulated and provide edits/feedback asynchronously.
- All Workgroup members: Provide input on priority functions and governance needs for a Maine-focused rural AI hub.
- Reid Plimpton: Identify and share relevant data sharing policies/resources for the group's reference.

### **Next Meeting**

Quarterly THTM Advisory Meeting: Wednesday, February 5, 2026 (survey distribution targeted in advance).

AI Workgroup Meeting: Monday, February 9, 2026 (tentative; per recurring second-Monday cadence).

### **Adjournment**

The meeting concluded at approximately 1:00 PM ET.