



# Greater Columbia Accountable Community of Health

Collaboration • Innovation • Engagement

## GCACH Board of Directors

### Meeting Minutes

October 17, 2019 | 12:30 pm – 3:00 pm

United Way of Benton & Franklin Counties | 401 Young St. Kennewick, Washington 99336

ATTENDANCE	
<b>GCACH Board of Directors</b> (Quorum: 9)	<p style="text-align: right;">*✓ – Called In</p> <p><b><u>Voting Board Members</u></b></p> <ul style="list-style-type: none"> <li>✓ <b>President:</b> Rhonda Hauff-----<i>Housing</i></li> <li>✓ <b>Vice President:</b> Martha Lanman----<i>Public Health</i></li> <li>✓ <b>Treasurer:</b> Brian Gibbons-----<i>Healthcare Providers</i></li> <li>✓ <b>Secretary:</b> Madelyn Carlson-----<i>Transportation</i></li> <li>✓ Carrie Green-----<i>Philanthropy</i></li> <li>✓ Dana Oatis-----<i>Behavioral Health</i></li> <li>✓ Les Stahlnecker-----<i>Education</i></li> <li>✓ Ronni Batchelor-----<i>Consumer</i></li> <li>✓ Eric Nilson-----<i>Public Safety</i></li> <li>✓ Sandra Suarez-----<i>Federally Qualified Health Centers</i></li> <li>Darlene Darnell-----<i>Community-Based &amp; Faith-Based Organizations</i></li> <li>*✓ Susan Grindle-----<i>Social Services</i></li> <li>*✓ Jorge Arturo Rivera-----<i>Managed Care Organizations</i></li> <li>✓ Julie Petersen-----<i>Hospital</i></li> <li>✓ Dan Ferguson-----<i>Workforce Development</i></li> <li>Lottie Sam-----<i>Tribes</i></li> <li>Ruben Alvarado-----<i>Local Government</i></li> </ul> <p><b><u>Non-Voting Board Members</u></b></p> <ul style="list-style-type: none"> <li>✓ Tonya Kreis-----<i>Yakama Nation Representative</i></li> <li>Martin Valadez-----<i>Past Board President, Advising Role</i></li> </ul>
<b>GCACH Guests</b>	None
<b>GCACH Backbone Staff / Facilitator</b>	<p><b><u>GCACH Staff</u></b></p> <ul style="list-style-type: none"> <li>✓ Carol Moser-----<i>Executive Director</i></li> <li>✓ Wes Luckey-----<i>Deputy Director</i></li> <li>✓ Becky Kolln-----<i>Director of Finance &amp; Contracts</i></li> <li>✓ Sam Werdel-----<i>Director of Practice Transformation</i></li> <li>✓ Lauren Noble-----<i>Marketing Manager</i></li> <li>✓ Diane Halo-----<i>Opioid Resource Network Project Manager</i></li> <li>✓ Ruben Peralta-----<i>Community &amp; Tribal Engagement Specialist</i></li> <li>✓ Rachael Guess-----<i>Finance &amp; Contracts Administrator</i></li> </ul>

	<ul style="list-style-type: none"> <li>✓ Jenna Shelton-----Practice Transformation Navigator</li> <li>✓ Martin Sanchez-----Practice Transformation Navigator</li> <li>✓ Chelsea Chapman-----Administrative Assistant</li> </ul> <p><b><u>GCACH Facilitator</u></b> Dr. Patrick Jones-----Eastern Washington University</p>	
<p><b>Welcome &amp; Introductions</b> (Rhonda Hauff)</p>	<p>Rhonda Hauff, GCACH Board President, facilitated the meeting. Quorum was met with a total of 14 voting members present (or calling in) to the meeting. The Board members reviewed the Attestation of Conflict of Interest and the Self-Dealing Transactions: Prohibition and Standard for Approval.</p>	
<b>MINUTES &amp; REPORTS</b>		
<p><b>Consent Calendar</b> (Rhonda Hauff)</p>	<p>The September 19, 2019 Board Meeting Minutes were accepted by the Board with no additional discussion.</p>	<p>Motion by Brian Gibbons to approve the Consent Calendar, which included the September Board Meeting minutes as presented. Seconded by Eric Nilson. Motion passed.</p>
<p><b>GCACH Report &amp; Updates</b> (GCACH Staff)</p>	<p>The purpose of this section is to provide the Board of Directors a deeper look into the data and analytics among Cohorts and other focus areas.</p> <ul style="list-style-type: none"> <li>• <b><u>Cohort 1 Status Tracker:</u></b> Martin Sanchez provided an overview of the Cohort 1 Status Tracker. Q3 just ended, meaning providers submitted workbooks within the last couple days. There were some glitches with the portal, but those were worked out. We are currently in Q4, the next round of reporting will conclude the first full year of Practice Transformation. More data via the recently submitted workbooks will be provided at the next meeting.</li> <li>• <b><u>Cohort 2 Status Tracker:</u></b> Jenna Shelton provided an overview of the Cohort 2 Tracker. Q1 just ended, so this group benefits from the learnings from Cohort 1. These workbooks were also just submitted, so more details will be provided at the next meeting.</li> <li>• <b><u>Opioid Resource Network (ORN) Status Tracker:</u></b> Diane Halo provided an overview of the ORN tracker. All contracts have been signed. Benton-Franklin and Walla Walla has had 62 inductions. There will be a “lessons learned” with all the ORN’s on November 22, 2019.</li> <li>• <b><u>Local Health Improvement Network (LHIN) Status Tracker:</u></b> Ruben Peralta provided an overview of the LHIN tracker. All milestones have been met thus far. Third Party Administrator milestones have also been met. There has been interest in the LHIN Training Fund regardless that none has been used.</li> <li>• <b><u>GCACH Report:</u></b> <ul style="list-style-type: none"> <li>○ <i>Medicaid Transformation Learning Symposium:</i> GCACH staff attended this event, which allows all the ACH’s, managed care organizations, project partners, and state agency staff to gather and talk</li> </ul> </li> </ul>	

	<p>about the Medicaid Transformation progress. GCACH participated in a break out session of the statewide use of the collective platform.</p> <ul style="list-style-type: none"> <li>○ <i>August 2019 Financial Executor Earned Interest Report:</i> GCACH is going to earn interest via the financial portal where the DSRIP money is held. The Finance Committee will be meeting to discuss a strategy on November 14, 2019.</li> <li>○ <i>GCACH has Moved:</i> GCACH has officially moved into their new space on Gage in Kennewick, Washington. It's been a big, positive change. The Open House is on Friday, October 25, 2019.</li> <li>○ <i>Practice Transformation Success Stories:</i> Martin Sanchez recognized Quality Behavioral Health for coming a long way and highlighted their progress. Jenna Shelton recognized Providence St. Mary Medical Center commitment to quality improvement and patient care by reducing hospital readmissions.</li> <li>○ <i>Transportation in Rural Health:</i> Madelyn Carlson spoke to People for People's Health Express Shuttle, which provides transportation for individuals to go to medical appointments.</li> <li>○ <i>Learning Collaborative schedule:</i> Diane Halo spoke to the Trauma Informed Learning Collaborative with Ken Kraybill. So far there are 90 registered. The December Learning Collaborative will have Adam Falcone to present on Managed Care Contracting.</li> <li>○ <i>Dr. Justin Coffey's Visit to Whitman College:</i> Ruben Peralta spoke to Dr. Justin Coffey's presentation on Zero Suicides. GCACH contributed \$4,000 from the Sponsorship fund and enjoyed to see his work.</li> </ul>
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**ACTION ITEMS**

<p><b>Year-to-Date (YTD) and September Financial Reports</b> (Becky Kolln)</p>	<ul style="list-style-type: none"> <li>• Becky Kolln reviewed the Financial Reports, which included: <ul style="list-style-type: none"> <li>○ Balance Sheet</li> <li>○ Budget vs. Actuals</li> <li>○ 2019 Statement of Activity</li> </ul> </li> <li>• During the cross-ACH meetings, GCACH discovered that it does their financials differently than the rest. Ergo, the goal is to bring financials into more alignment with the rest of the ACH's. More details to follow.</li> </ul>	<p>Motion by Brian Gibbons to accept the Year-to-Date (YTD) and September financial reports, which included the Budget vs. Actuals and the September 2019 Statement of Activity. Seconded by Sandra Suarez. Motion passed.</p>
<p><b>Updated SBAR for Moving Expenses</b> (Becky Kolln)</p>	<ul style="list-style-type: none"> <li>• Becky Kolln provided an update on the SBAR for the moving expenses. Differences included: <ul style="list-style-type: none"> <li>○ Bella's furniture installation</li> <li>○ Information Technology</li> <li>○ Lease Buy Out</li> <li>○ Fiber Contract Buyout</li> </ul> </li> </ul>	<p>Motion by Brian Gibbons to accept the Updated SBAR for Moving Expenses. Seconded by Les</p>

	<table border="1"> <thead> <tr> <th data-bbox="376 98 483 128">Moving Costs</th> <th data-bbox="483 98 662 128">Board Approved (Option 1)</th> <th data-bbox="662 98 753 128">Actuals</th> <th data-bbox="753 98 1157 128">Difference/Notes</th> </tr> </thead> <tbody> <tr> <td data-bbox="376 128 483 157">Bella's</td> <td data-bbox="483 128 662 157">\$32,000.00</td> <td data-bbox="662 128 753 157">\$46,625.00</td> <td data-bbox="753 128 1157 157">Estimate changed due design fees, electrician fees and changes in cubical panels</td> </tr> <tr> <td data-bbox="376 157 483 186">Staff Down Time</td> <td data-bbox="483 157 662 186">\$-</td> <td data-bbox="662 157 753 186">\$-</td> <td data-bbox="753 157 1157 186"></td> </tr> <tr> <td data-bbox="376 186 483 216">IT</td> <td data-bbox="483 186 662 216">\$5,000.00</td> <td data-bbox="662 186 753 216">\$6135.00</td> <td data-bbox="753 186 1157 216"></td> </tr> <tr> <td data-bbox="376 216 483 245">Lease Buy Out</td> <td data-bbox="483 216 662 245">\$5,900.00</td> <td data-bbox="662 216 753 245">\$(100.00)</td> <td data-bbox="753 216 1157 245">CAC gave us \$10,000 for the current office furniture</td> </tr> <tr> <td data-bbox="376 245 483 275">Fiber Contract Buyout</td> <td data-bbox="483 245 662 275">\$1,600.00</td> <td data-bbox="662 245 753 275">\$1,600.00</td> <td data-bbox="753 245 1157 275">Estimate based on remaining contract</td> </tr> <tr> <td data-bbox="376 275 483 304">TI Office Door</td> <td data-bbox="483 275 662 304">\$-</td> <td data-bbox="662 275 753 304">\$2,600.00</td> <td data-bbox="753 275 1157 304">Not in original estimate</td> </tr> <tr> <td data-bbox="376 304 483 333">Abadan Move Printer</td> <td data-bbox="483 304 662 333"></td> <td data-bbox="662 304 753 333">\$200.00</td> <td data-bbox="753 304 1157 333">Not in original estimate</td> </tr> <tr> <td data-bbox="376 333 483 363"><b>Total</b></td> <td data-bbox="483 333 662 363"><b>\$48,500.00</b></td> <td data-bbox="662 333 753 363"><b>\$62,060.00</b></td> <td data-bbox="753 333 1157 363"><b>\$13,560.00</b></td> </tr> </tbody> </table>	Moving Costs	Board Approved (Option 1)	Actuals	Difference/Notes	Bella's	\$32,000.00	\$46,625.00	Estimate changed due design fees, electrician fees and changes in cubical panels	Staff Down Time	\$-	\$-		IT	\$5,000.00	\$6135.00		Lease Buy Out	\$5,900.00	\$(100.00)	CAC gave us \$10,000 for the current office furniture	Fiber Contract Buyout	\$1,600.00	\$1,600.00	Estimate based on remaining contract	TI Office Door	\$-	\$2,600.00	Not in original estimate	Abadan Move Printer		\$200.00	Not in original estimate	<b>Total</b>	<b>\$48,500.00</b>	<b>\$62,060.00</b>	<b>\$13,560.00</b>	Stahlnecker. Motion passed.
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<p><b>RFP for Community Resilience Campaign</b> (Ruben Peralta)</p>	<ul style="list-style-type: none"> <li>Ruben Peralta reviewed the RFP results for the media consultants for the CRC pilot. Out of the five proposals evaluated, the Communications committee's top choice was the Field Group. Staff is recommending that they interview the top three vendors to learn more information, as there were large differences in their approaches to the campaign. Staff also asked that given the results, staff would be authorized too contact with their top choice.</li> </ul>	<p>Motion by Sandra Suarez to authorize GCACH staff, the Communications Committee, and members of the Task Force to select the media company and award the contract for the Community Resilience Campaign based on reference checks, company presentation, and interview performance. Seconded by Eric Nilson. Motion passed.</p>																																				
<p><b>Revised Workforce Committee Charter</b> (Carol Moser)</p>	<ul style="list-style-type: none"> <li>Carol Moser provided an overview to the development of the Workforce Committee Charter. As time has evolved, this change is to better reflect what the committee is doing, the suggested changes include: <ul style="list-style-type: none"> <li>Composition including number of people, (10-20) and duration (throughout the Medicaid Transformation Project)</li> <li>Decision-making including a change from 75% of the committee to majority</li> </ul> </li> <li>Comments included: <ul style="list-style-type: none"> <li>An amendment to remove the requirement of Bylaw committee approval</li> <li>Suggestion to better define "Workforce Agencies" and be more explicit on the Healthier Washington initiatives to eliminate gaps</li> </ul> </li> </ul>	<p>Motion by Les Stahlnecker to accept the Revised Workforce Committee Charter with amendments stated. Seconded by Madelyn Carlson. Motion passed.</p>																																				
<p><b>LHIN Training Policy</b> (Ruben Peralta)</p>	<ul style="list-style-type: none"> <li>Ruben provided overview into the LHIN Training Request Policy. Changes made included: <ul style="list-style-type: none"> <li>Additions to definitions</li> <li>Removing restrictive language</li> <li>Amount</li> <li>Timing – two weeks</li> <li>Participants dictate amount of funding (requires being active within LHIN)</li> </ul> </li> <li>Comments included:</li> </ul>	<p>No motions were placed.</p> <p>Next Steps: Ruben Peralta to make changes and send to LHIN leaders for comment</p>																																				

	<ul style="list-style-type: none"> <li>○ Add “submitted by the LHIN” in the Application process</li> <li>○ Take to LHINs again to vet more thoroughly</li> <li>○ Suggestion- if anything is left over by 3<sup>rd</sup> quarter, redistribute those funds</li> </ul>	
<b>DISCUSSION ITEMS</b>		
<b>RFP for Auditing Firm</b> (Becky Kolln)	<ul style="list-style-type: none"> <li>● GCACH would like to solicit proposals for other auditing/tax accounting firms. The current firm has changed leadership, and provides inconsistent service for GCACH.</li> </ul>	
<b>October Provider Recognition Awards Reminder</b> (Lauren Noble)	<ul style="list-style-type: none"> <li>● Lauren provided a reminder of the event. There will be dinner, awards, presentation by John Gilbert, music by Curtis Nettles, and more.</li> </ul>	
<b>Update on Cohort 3</b> (GCACH Staff)	<ul style="list-style-type: none"> <li>● GCACH Staff brought forward recommendations for Cohort 3. Of those submitted, four out of five organizations scored high enough. Those organizations are:             <ul style="list-style-type: none"> <li>○ Trios</li> <li>○ Garden Village</li> <li>○ Chaplaincy</li> <li>○ Ideal Option</li> </ul> </li> <li>● Since the Board of Directors gave permission for a rolling start to add provider organizations, GCACH has been reaching out to:             <ul style="list-style-type: none"> <li>○ Cougar Health</li> <li>○ Prestige Ellensburg</li> <li>○ Prestige - Richland Rehabilitation</li> <li>○ Tri-State</li> <li>○ IHS (Indian Health Services)</li> <li>○ Swafford &amp; Halma</li> <li>○ Mid-Valley Community Clinic</li> <li>○ Walla Walla Clinic</li> <li>○ Whitman Hospital</li> <li>○ CWU Student Health</li> <li>○ Compass Care</li> </ul> </li> <li>● A key takeaway for staff is the emphasis on giving presentations and providing more information up-front prior to the CSA / LOL's. It's key to build relationships prior to asking them to take on Practice Transformation.</li> </ul>	
<b>Nominating Committee volunteers</b> (Rhonda Hauff)	<ul style="list-style-type: none"> <li>● Rhonda Hauff requested for members willing to participate in the Nominating Committee given the upcoming term expirations for some board members. Madelyn Carlson and Ronni Batchelor volunteered to participate.</li> </ul>	
<b>FIRST READINGS</b>		
<b>“Behavioral Health Internship/Preceptorship Support Program” Policy</b>	<ul style="list-style-type: none"> <li>● Carol Moser and Dan Ferguson provided an overview of the “Behavioral Health Internship/Preceptorship Support Program” policy. GCACH has been working on a workforce strategy for nearly two years, and \$490,000 has been carved out of the BH Incentive Fund to advance a strategy geared at increasing the capacity of our BH workforce. Behavioral Health is the biggest gap according to CSA's and surveys.</li> </ul>	

(Carol Moser/ Dan Ferguson)	<p>This draft policy aims to support providers who are willing to provide mentoring, training, and/or supervision to students/learners in BH.</p> <ul style="list-style-type: none"> <li>• The group provided questions and comments for clarity around who receives those dollars and definitions (intern, applicant, etc.).</li> <li>• Next Steps: <ul style="list-style-type: none"> <li>○ Carol Moser and staff to take the policy to the Workforce Committee and Behavioral Health Provider Group prior to the November Board meeting. GCACH will have a revised policy for review at next meeting.</li> </ul> </li> </ul>	
<b>ADJOURNMENT</b>		
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 2:56 p.m.</li> <li>• Minutes taken by Chelsea Chapman.</li> </ul>	No motions to adjourn were placed.

Thank you for your time and engagement with  
Greater Columbia Accountable Community of Health!

DRAFT