



Greater Columbia Accountable Community of Health

Collaboration • Innovation • Engagement

GCACH Budget and Funds Flow Committee Charter

PURPOSE

The purpose of the Budget and Funds Flow Committee is to: (1) Create policies and procedures for oversight and accountability of the funds flow accounting function, budgeting and reporting as required by Generally Accepted Accounting Principles (GAAP), Delivery System Reform Incentive Payment (DSRIP) Program funds, and all required external compliance. (2) Work with partner organizations to develop a sound, fair and equitable allocation methodology for DSRIP. (3) Submit draft allocation methodologies and other Funds Flow related items to the Finance Committee for review and recommendation to the Board of Directors.

RESPONSIBILITIES

The Budget and Funds Flow Committee's responsibilities will include the following:

- Develop funds flow distribution schedule.
- Review and approve the provider-level projections of DSRIP costs required for project implementation and practice transformation. Such costs include, but are not limited to:
 - Population health management tools (direct messaging, disease registries, risk stratification, PreManage, EDIE)
 - Workforce training
 - Physical space modifications/improvements
 - VBP support
 - Additional workforce
 - Subject Matter Expertise to support Project Areas
- Monitor, evaluate, and recommend modifications to distribution plan.

GUIDING PRINCIPLES

The Budget and Funds Flow Committee's guiding principles are:

- Accountability
- Transparency
- Collaboration
- Value-Driven
- Flexibility

COMPOSITION

The Budget and Funds Flow Committee is made up of partnering organization representatives. The Budget and Funds Flow Committee is comprised of individuals with expertise or working knowledge of budgets, financial statements and GAAP.

The members of the Budget and Funds Flow Committee will be selected to adequately represent a cross-section of healthcare markets within the Accountable Community of Health's (ACH's) catchment area.

The Budget and Funds Flow Committee will submit all proposals and recommendations to the Finance Committee for review and recommendation for approval / adoption to the Board of Directors.

The members of the Budget and Funds Flow Committee will serve for the duration of the Medicaid Transformation. Any vacancies in the Budget and Funds Flow Committee will be appointed by the Finance Committee, and the individual appointed will serve the remainder of the term.

The members of the Budget and Funds Flow Committee may be removed for cause by a vote of 75% from the Finance Committee. Cause shall include failure to attend three consecutive meetings, unless absence is excused for good cause.

MEETINGS

The Budget and Funds Flow Committee will hold regular monthly meetings at a minimum of one time per month. Initially the committee will likely meet more often to establish a foundation and framework by which to work.

Notice of all regular and special meetings will be sent to members of the Budget and Funds Flow Committee by email at least one week prior to the meeting date.

A majority of the Budget and Funds Flow Committee constitutes a quorum for conducting and transacting business by a simple vote either physically or electronically.

Each member of the Budget and Funds Flow Committee will act as a fiduciary for the GCACH, rather than a representative of his or her employer. Further, all members of the Budget and Funds Flow Committee must attend at least 75% of all regular and special meetings held during each calendar year, unless the absence is excused for good cause, as determined by the Committee Chair. Failure to meet the attendance requirements will lead to automatic removal of the member, unless otherwise determined by the Finance Committee.

Budget and Funds Flow Committee members will be expected to:

- Read meeting materials in advance and come prepared to contribute substantively in the work of the Committee
- Actively engage in discussions and contribute their respective expertise to decision-making processes
- Provide timely review and feedback on documents when solicited
- Participate in surveys and information gathering as appropriate

DECISION MAKING

The Budget and Funds Flow Committee will use a collaborative, consensus-based decision-making process that requires the approval of a simple majority of the Budget and Funds Flow Committee members (physically or electronically) present for any Budget and Funds Flow Committee decision.

Recommendations by the Budget and Funds Flow Committee will be submitted to the Finance Committee for review and approval. If the Budget and Funds Flow Committee's decision is approved by the Finance Committee, it will be forwarded to Board of Directors for approval then to GCACH for action. If the Budget and Funds Flow Committee's decision is not approved by the Finance Committee, the Finance Committee will provide Budget and Funds Flow Committee with a summary of the issues on which it agrees and disagrees. The Budget and Funds Flow Committee will work with the Finance Committee to resolve any disagreements. If such disagreements cannot be resolved, the Board of Directors will determine the appropriate course of action.

AMENDMENTS

Amendments to this charter will require the approval of the Finance Committee.

REPORTING

The Budget and Funds Flow Committee will keep regular minutes of its meetings and will provide such minutes to the other committees or sub-committees from time to time or as requested by the Finance Committee and/or Board of Directors. The minutes of the Budget and Funds Flow Committee meetings will be made available upon request. The Director of Finance and Contracts oversees the work, and is the primary contact for the committee.

CONFLICTS OF INTEREST

Budget and Funds Flow Committee members are required to comply with the GCACH's Conflicts of Interest Policy.