

## Minutes

ATTENDANCE		
<b>Participants:</b>	<p><b>Committee member(s) who attended in Person:</b> Tim Cooper</p> <p><b>Committee member(s) who attended via Go-to-Meeting:</b> Darlene Darnell [C], Shannon Jones, Ryan Lantz, Dan Vizzini, LoAnn Ayers, Martha Lanman, Kat Latet, Carrie Green</p> <p><b>Committee Member(s) absent:</b> Caitlin Safford, Meghan DeBolt, Melissa Hess, Rhonda Hauff, Sam Werdel, Suzy Diaz</p> <p><b>Guests:</b> N/A</p>	
<b>GCACH:</b>	Wes Luckey, Deputy Director; Ruben Peralta, Community Engagement Specialist; Becky Kolln; Director of Finance & Contracts, Rachael Guess; Finance & Contracts Coordinator, Lauren Johnson; Communications & Administrative Coordinator	
MINUTES & REPORTS		
<b>Welcome &amp; Introductions:</b>	<ul style="list-style-type: none"> <li>Roll-call performed by Darlene Darnell, Meeting started at 10:02am</li> </ul>	
ACTION ITEMS & UPDATES		
<b>Approval of Minutes</b>	<ul style="list-style-type: none"> <li>Darlene called the meeting to order at 10:03am and requested review and approval of November meeting minutes.               <ul style="list-style-type: none"> <li>No corrections needed</li> </ul> </li> </ul>	Tim Cooper motioned to approve: November 2018 Meeting Minutes. Ryan Lantz 2 <sup>nd</sup> motion.
<b>Approved DSRIP Budget</b>	<ul style="list-style-type: none"> <li>Becky discussed approved DSRIP budget</li> </ul>	



	<ul style="list-style-type: none"><li>○ Contracts with Vendors for Health Systems &amp; Community Capacity Building – New Budget specifically for HIT/HIE Contracts for Health Commons, CSO, DataMotion, Direct Messaging, Resource Direct</li><li>○ Community Health Fund – LHIN budget</li><li>○ Project Management &amp; Administration – GCACH salaries being pulled from the DSRIP budget into the money market account so we can earn interest throughout the year</li><li>● Question – On the Community Health Fund, what is the anticipated time frame for those funds to flow out? <i>Ruben, Carol, and I (Becky) have been working to finalize the contract and will be presenting it to the board next week, and then once we get their approval, we will be sending it out to the LHINs.</i></li><li>● Question – When will the competitive process for the funds of the Third Party Administrators be distributed? <i>The funds will be distributed when the TPA have their grant cycles, which are all different. The process is to first, sign the contract, then register in the portal, fund the TPA, the RFP's go out, and lastly, the payout will happen on the next grant cycle.</i></li><li>● Question – I assume you are presenting this information for informational purposes, there's not an approval process needed at this point in time, correct? <i>There is not, I (Becky) just wanted to show what the board approved. Again, this DSRIP budget is part of the project charter for this group and so Carol thought you would want to see what was approved and where we were spending the money.</i></li><li>● Question – Will the 2018 BH Obligations of \$24,725,583.04 be paid out in 2019? <i>Yes, that will be paid out in 2019.</i></li></ul>	
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<p><b>Community Health Fund Status</b></p>	<ul style="list-style-type: none"> <li>• We are currently on track to disperse payment to Yakima County Health Coalition and Kittitas County Health Network. <ul style="list-style-type: none"> <li>○ Yakima is approximately \$529,000</li> <li>○ Kittitas is close to \$100,000</li> </ul> </li> <li>• We have completed the process of selecting the Social Determinate priorities and have a signed contract for Yakima. We are hopefully going to have the signed contract from Kittitas by next week so we can process both payments by the 25th of this month. <ul style="list-style-type: none"> <li>○ The Yakima TPA contract was signed, but they have not registered in the portal so no payment can be made until that is completed.</li> </ul> </li> <li>• The other LHINS are in process and it looks like the next one to be completed is SE WA Healthcare Coalition. <ul style="list-style-type: none"> <li>○ SE WA Healthcare Coalition has their Social Determinates completed and are now in the process of completing their scope and putting together metrics so a contract can be completed and signed.</li> </ul> </li> </ul>	
<p><b>Direct Messaging Updates</b></p>	<ul style="list-style-type: none"> <li>• Wes and the Practice Transformation Team (Sam, Jenna and Martin) have been working on the planning phase for Direct Secure Messaging (DSM). DSM is a service that allows HIPPA complaint information to be exchanged between providers (provider-to-provider and provider-to-non-Medicaid-provider). GCACH has selected <a href="#">DataMotion</a> as the preferred DSM vendor. Since GCACH is not a HIPPA complaint organization, <a href="#">DataMotion</a> will be facilitating contracts with each organization. GCACH is currently in the process of identifying organizations that will be receiving DSM, however, each healthcare provider undergoing Practice Transformation will be required to manage and utilize DSM as part of their contract deliverables.</li> <li>• GCACH’s original plan was to provide DSM services to all organizations that submitted a Letter of Interest (LOI). Although, after further review, GCACH found that several organizations on the LOI list may not find DSM beneficial</li> </ul>	



	<p>(such as school districts). Kat Latet from Community Health Plan of Washington (CHPW) asked if GCACH is leveraging the Providers that submitted Letters of Interest (LOIs) to assist in selecting the organizations. We agreed that this would be helpful, and will look into this further.</p> <ul style="list-style-type: none"> <li>GCACH will be assisting <a href="#">DataMotion</a> with several administrative duties to reduce overall cost. These duties include identifying subject matter experts (SMEs), assigning an internal manager, providing internal technical personnel, assisting in marketing and other administrative duties.</li> </ul>	
<p><b>Review Budget &amp; Funds Flow Committee Charter</b></p>	<ul style="list-style-type: none"> <li>Becky made the suggestion that we nominate two new committee members <ul style="list-style-type: none"> <li>Looking for their professional history</li> <li>Someone who would commit to the requirements of the charter</li> <li>Someone who would benefit GCACH as a company</li> <li>Email Becky at <a href="mailto:bkolln@gcach.org">bkolln@gcach.org</a> with suggestions</li> </ul> </li> <li>Becky went on to discuss the Budget &amp; Funds Flow Committee Charter <ul style="list-style-type: none"> <li>Darlene made the suggestion to discuss at the next B&amp;FF Committee meeting; What are the milestones and what happens when the Providers do not meet the milestones? Bring a couple of scenarios that would explain what that would look like.</li> </ul> </li> <li>Question – Do the providers receive funds upfront or as they complete each milestone? <i>Providers receive funds upon completion of each milestone on the next scheduled pay cycle. Pay cycles happen every two weeks.</i></li> </ul>	
<p><b>B&amp;FF Committee Meeting Time</b></p>	<ul style="list-style-type: none"> <li>The final draft of the PT Toolkit &amp; Workbook will be presented at the board meeting next week.</li> <li>Committee meeting adjourned at 10:38am.</li> </ul>	



Greater Columbia

**Accountable  
Community of  
Health**

## Budget and Funds Flow Committee

Tuesday, January 8, 2019

10:00am to 11:00am

Regular meeting

GCACH / Go-to-Meeting

### ADJOURNMENT

#### Next Meeting & Goals

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

- The next regularly scheduled Budget and Funds Flow Committee Meeting will be held on February 12, 2019 from 10:00am-11:00am. This meeting will be held in person at the CAC Board Room and provided with a conference call number for those who cannot make it in person to call in.