

GREATER COLUMBIA ACCOUNTABLE COMMUNITY OF HEALTH

Workforce Committee Meeting Minutes

Thursday, April 28, 2021 | 11:00 AM to 12:00 PM

Teleconference

Italicized: GCACH Board Member

ATTENDANCE			
Committee Members	Asja Suljic	Les Stahlnecker	Scott Koopman
	Brianne Ramos	<i>Madelyn Carlson</i>	Steve Perry
	Bevan Briggs	Patrick Jones	Suzanne Swadener
	<i>Dan Ferguson (Chair)</i>	<i>Rhonda Hauff</i>	Monica Hansen
	Heidi Snyder	<i>Ronni Batchelor</i>	
	Jac Davies	<i>Sandra Suarez</i>	
GCACH Staff	Brissa Perez	Diane Halo	Sula Savchuk
	Brittany FoxStading	Laurel Avila	Wes Luckey
	Carol Moser	<i>Martin Sanchez</i>	Damia Safford
	Chelsea Chapman	Sam Werdel	
Guests			
WELCOME & INTRODUCTIONS			
Welcome & Introductions (Dan Ferguson)	Dan Ferguson, Committee Chair, facilitated introductions.		
MEETING MINUTES			
February 2021 Meeting Minutes (Dan Ferguson)	<p>Dan reviewed the March 31, 2021 GCACH Workforce Committee meeting minutes.</p> <p>✓ MOTION: Sandra Suarez moved to approve the March 31, 2021 GCACH Workforce Committee meeting minutes. Seconded by Rhonda Hauff. Motion passed.</p> <p>No further comments or questions.</p>		
DISCUSSION ITEMS			
BH Internship and Training Fund (Diane Halo)	Diane, stated that there were 2 BH organizations that applied for CHW and Peer Support. The locations have requested to combine or do two positions.		

Thank you for your engagement with GCACH!

- Kittitas
- Kadlec

Diane reached out to other organizations in an effort to encourage them to apply and reviewed the Scoring Sheet. She noted that it was not a good time to hire due to COVID based on information she received. The pandemic had put a hold or a delay on things. If we do not receive any applications there may be a possibility of providing two applications to those interested.

- Extended the deadline to 4/30 for applications to be turned in.
- Agreed to fund all 7 applications.

Risk Registry:

- Allows tracking of program
- Risk involved for project
- How to mitigate

Carol opened up for discussion if we will move forward with 2 positions. 16-17 positions are available for funding, depending on how we want to disperse money.

Sandra spoke on possibly modifying forms for same budget category.

Rhonda believes it is a matter of capacity and unfavorable practice to change after the award. Also, to understand and respect hospitals if they prefer to wait.

Dan inquired if a second cohort within 3-6 months be offered down the road. Per Rhonda 6 months would be ideal and may help get a broader audience. Allow first quarter of cohort get off the ground, and those that are doing well before offering another.

Questions & Comments include:

- What are the thoughts of having people on two different time frames, and different tracks?
- Will people be more successful?
- Carol believes that we will be able to handle this because we do this with our Practice Transformation cohorts, and they are on different time schedules and mile stones. She also mentioned that within six months' time it can be tweaked.
- With the Second cohort opportunity it can encourage others to evaluate their capacity to take on a CHW.
- Funding 2 positions should be across the board
- Were there any applications that people felt did not need funding?
- Did not receive any applications from the Eastern side of region.
- Concentrate and build up understanding for second cohort for eastern side of region

Thank you for your engagement with GCACH!

	<ul style="list-style-type: none"> Proposals were outstanding, and opportunity to make a difference and targeted approach for mature organizations. In reference to integrating CHW's. What happens when we embed CHW's in the health care setting, with regard on how supervision happens? What are the roles of clinicians for supervision because licensing requires different things in regards to supervising people? How do we do the care plan? Things to learn about how the process works. 																																																																																																						
Risk & Mitigation (Carol & Diane)	<p>Carol recommended that we need to be very clear on our contracts on how we handle situations with CHW's staying on the job when there is a down turn.</p> <p>Lawyer will have to assist and review contract to protect GCACH and the organizations that are applying for funds.</p> <p>These are a list of things that may need to be in the contract below:</p> <ul style="list-style-type: none"> How do we reduce the risk? What risk do we need to watch out for? How are we not liable and not get sued if we have to let go of a CHW, especially with individual organizations? <table border="1" data-bbox="360 982 1523 1470"> <thead> <tr> <th>Risk Description</th> <th>How likely will the risk occur? -High/Med/Low</th> <th>Impact if risk occurs - High/Med/Low</th> <th>Severity based on Likelihood/Impact High/Med/Low</th> <th>Owner of Risk</th> <th>Risk Mitigation</th> </tr> </thead> <tbody> <tr><td>COVID</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>BH Issues</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Different Org types</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>CHW's doesn't work out for Org</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>EEO</td><td></td><td></td><td></td><td></td><td>Contract clearly states guidelines</td></tr> <tr><td>CHW's unable to complete DOH training</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>CHW's unstable community connections?</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>CHW's not completing the required training from GCACH</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>CHW Turnover position</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>CHW Recruiting issue</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Background check issue</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Clear Supervision</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Liability Insurance for Organization</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Code of Ethics</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>ACH responsibility, organization and shared responsibilities</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Allowable costs</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <ul style="list-style-type: none"> Brissa currently doing CHW training and will be walking aside of them. She is also participating in other training. In process of developing training program for CHW's. 	Risk Description	How likely will the risk occur? -High/Med/Low	Impact if risk occurs - High/Med/Low	Severity based on Likelihood/Impact High/Med/Low	Owner of Risk	Risk Mitigation	COVID						BH Issues						Different Org types						CHW's doesn't work out for Org						EEO					Contract clearly states guidelines	CHW's unable to complete DOH training						CHW's unstable community connections?						CHW's not completing the required training from GCACH						CHW Turnover position						CHW Recruiting issue						Background check issue						Clear Supervision						Liability Insurance for Organization						Code of Ethics						ACH responsibility, organization and shared responsibilities						Allowable costs					
Risk Description	How likely will the risk occur? -High/Med/Low	Impact if risk occurs - High/Med/Low	Severity based on Likelihood/Impact High/Med/Low	Owner of Risk	Risk Mitigation																																																																																																		
COVID																																																																																																							
BH Issues																																																																																																							
Different Org types																																																																																																							
CHW's doesn't work out for Org																																																																																																							
EEO					Contract clearly states guidelines																																																																																																		
CHW's unable to complete DOH training																																																																																																							
CHW's unstable community connections?																																																																																																							
CHW's not completing the required training from GCACH																																																																																																							
CHW Turnover position																																																																																																							
CHW Recruiting issue																																																																																																							
Background check issue																																																																																																							
Clear Supervision																																																																																																							
Liability Insurance for Organization																																																																																																							
Code of Ethics																																																																																																							
ACH responsibility, organization and shared responsibilities																																																																																																							
Allowable costs																																																																																																							
ADJOURNMENT																																																																																																							
Adjournment	Meeting adjourned at 11:58 pm. Minutes taken by Damia Safford. Recap of Motions: <ul style="list-style-type: none"> Moved to approve March minutes 																																																																																																						

Thank you for your engagement with GCACH!

- 1 Position per organization
- If funding left on table, may have another cohort in 6 months

Recap of Action Items:

- Reach out to Diane if ideas on CHW training
- Diane to reach out to Kadlec & Kittitas about positions

Thank you for your engagement with GCACH!