

Greater Columbia
Accountable Communities of Health
Board of Directors Meeting Minutes

Thursday, November 19th, 2015, 12:00-2:30PM

[Greater Columbia Behavioral Health](#)

101 N. Edison Street, Kennewick, WA 99336



Participants	<p>In person: Martin Valadez (Tri-Cities Community Health), Rhonda Hauff (Yakima Neighborhood Health Services), Brian Gibbons (Sunnyside Hospital), Lori Brown (SE WA Aging and Long Term Care), Darlene Darnell (CFCS Network of Catholic Charities of Yakima), Ed Thornbrugh (Central Washington Comprehensive Mental Health), Lori Brown (SE WA Aging and Long Term Care), Martha Lanman (Columbia County Public Health Department)</p> <p>Called In: Caitlin Safford (Coordinated Care)</p>
Backbone Support	<p>Patrick Jones (Eastern WA State University, Facilitator), Carol Moser (Benton-Franklin Community Health Alliance), Aisling Fernandez (Benton-Franklin Community Health Alliance), Sue Jetter (Sue Jetter Consulting, Prosser Economic Development Association),</p>
Guests	<p>Lena Nachand, HCA, Jorge Rivera (Molina Healthcare)</p>
Special Thanks	<ul style="list-style-type: none"> <input type="checkbox"/> Thank you to Tri-Cities Community Health (TCCH) for providing lunch. <input type="checkbox"/> Thank you to Fresh Leaf Co. for the lunch buffet. <input type="checkbox"/> Thank you to Greater Columbia Behavioral Health for letting us use your facility, morning refreshments and call-in capabilities. <input type="checkbox"/> Thank you to HCA representative Lena Nachand for your support. <input type="checkbox"/> Thank you Patrick Jones for facilitating the meeting. <input type="checkbox"/> The Board thanks Keith Nagayama, JD for his legal assistance in the writing of the GCACH bylaws, which are now approved.
Welcome & Introductions (Patrick Jones)	<p>Meeting began at 12:30PM. Wraps, salad, iced tea, and fruit were available for the directors for lunch. Facilitator Patrick Jones, of Eastern Washington University, thanked everyone for coming to the meeting and asked each person to introduce themselves.</p>
Action: Approval of Sept. & Oct. Minutes	<p>Aisling reviewed the September & October minutes. Martin moved to approve the minutes for September and October Governing Board meetings, seconded by Rhonda (?). Motion carried.</p>
Leadership Council Report	<p>There was a report to the Board on the outcomes of the Leadership Council that day. The aim of the Priority Workgroups at this meeting (as suggested by the A+P Committee) was to review the North Sound ACH’s Criteria Tool for Considering “Early Win” for Project Proposals.’ In general, the tool was considered very useable, and the LC asked the A+P Committee to revise the criteria based on their recommendations and bring it back to the next LC meeting.</p>
Assessment & Planning Committee	<p>Jorge and Rhonda led a brief discussion on the role of the Assessment and Planning Committee to clarify its role within the structure of the GCACH. The A&P Committee is a subset of the Leadership Council and Governing Board membership. They have taken on the task of helping shape and develop meaningful agendas for the Priority Work Groups in order to facilitate the Regional Health Improvement Planning process. In order to be ready for ACH status, the GCACH must have an initial action plan implemented as part of the RHIP development to address "early wins" and other regional investments based on priority identification. This deliverable is due by January 31, 2016, and the work of this committee has enabled a smaller group to strategize between our monthly meetings.</p>

Director's Report

Carol shared a Director's Report that captures the activities of the GCACH and activities at the State level since the meetings on November 19th.

DIRECTOR'S REPORT (Carol): (For the original Director's report, see email from Aisling Fernandez Wed 11/18/2015 8:52 PM)

1. Goodbye to Blake Rose!
2. ACH & Managed Care Health System Meeting on Nov. 3rd, 2015:
 - The Health Care Authority and the Managed Care Organizations sponsored a meeting at the Conference Center at SeaTac to develop a shared understanding of the roles of DSHS and HCA in the context of Medicaid. There was a great day of conversations between the BHOs and the MCOs.
 - Recognizing the responsibility for engagement for delivery systems around the table in order to have a shared understanding of how these systems operate. At a future GCACH meeting, MCOs hope to give a PPT presentation to the GCACH to create a shared awareness of the goals and responsibilities of the MCOs.
3. Medicaid Transformation Waiver:
 - The Health Care Authority is preparing for the Medicaid Waiver process and creating a toolkit, a list of projects (**update to minutes: toolkit called the Medicaid Transformation Project List**) that ACHs can select from to administer projects within the region. The HCA is releasing a template (**update to minutes: this document is called Medicaid Transformation Waiver: Development of Transformation Project List. November 18, 2015**) for ACHs suggest projects based on certain criteria that qualify them for inclusion in the Medicaid Transformation Project List.
 - There will be a webinar on December 8th to review the template to submit projects for the Medicaid Transformation Project List: [To join this webinar, please register here: https://attendee.gotowebinar.com/register/2054476330064267521](https://attendee.gotowebinar.com/register/2054476330064267521)
 - Background on [Medicaid Transformation](#), including periodic updates on the waiver, can be found on the [Healthier Washington](#) website.
4. Plan for Improving Population Health (P4IPH):
 - The Washington State Department of Health (DOH) is inviting each ACH to provide a representative to the Plan for Improving Population Health (P4IPH) External Stakeholder Workgroup. **Update: Stan Ledington, PhD, MD will be our P4IHP representative.**
5. AIM (Analytics, Interoperability, & Measurement):
 - There are two parallel initiatives happening at the state level. The Washington Health Alliance (WAHA) will be preparing clinic-level reporting for the [Community Checkup](#) and [Common Measure Set](#) for all counties in the state in 2016. On December 8th, they are releasing clinic-level results for 14 counties and in 2016 they plan to release clinic-level results for all 39 counties.
 - The HCA recently signed a contract with Providence CORE (Center for Outcomes Research and Education) to develop the tools to define and track how the ACHs are progressing on key elements of the Healthier Washington initiative. Using Medicaid claims data, Behavioral Risk Factor Surveillance System data, Pregnancy Risk Assessment Monitoring System data, and Department of Health Immunization Information System data, CORE will be building regional dashboards for each ACH that will drill down to County level data on a beginning starter set of 7 measures, and add to this list every 6-8 weeks.
 - A strong and unified desire to incorporate population health measures, specifically those that address social determinants of health, will be addressed through several potential avenues, such as syncing up with the PMCC workgroup (this is the group that set the 50+ measures in the Common Measure Set) and the emerging work of the "Plan for Improving Population Health" workgroup (building on the Prevention Framework).
6. Readiness Proposal Status: See section below.

	<p>7. Assessment & Planning Committee: See above</p>
<p>ACH Readiness Proposal (Sue Jetter)</p>	<p>Sue Jetter, MPA, GPC, is a grants professional and owner of Sue Jetter Consulting Services. She was recently elected to the 2016 Board of Directors for the National Grant Professional Association. Sue helped to write the Initial Planning Grant, which we were awarded in 2014 that provided earlier funding for the GCACH. Since Blake's departure from PMH Medical Center, Sue is now the Project Director for the HRSA grant and will be providing some administrative and grant-related support to our group. During this meeting, she discussed her progress on the Readiness Proposal she is writing to submit to the HCA in order for GCACH to achieve official ACH designation.</p> <p>Sue shared that she has been scouring the GCACH meeting minutes and other documentation to understand the progress we have made in recent month. There are six sections in the Readiness Proposal that she is preparing: Governance, Engagement, Backbone Organization, Inventory, and Sustainability Planning. She joined the meeting to listen for updates and decisions on the Bylaws and to glean information for the sustainability component of the report. The report is due on Monday, November 30th.</p> <p>Update: Sue Jetter submitted the ACH Readiness Proposal on November 30th, 2015. See document in email from Aisling Fernandez on Tues 12/1/2015 3:13PM.</p> <p>Board Discussion:</p> <ol style="list-style-type: none"> 1. Sustainability is not just financial but also pertains to membership. The Communications Committee, the Assessment and Planning Committee among others provide structure for LC meetings that make them worthwhile and increase the likelihood of continued engagement. 2. There will be technical assistance from the HCA. The HCA is looking into data analytics tool. The Board should keep open communication with the HCA about this and let HCA know what our needs are to reduce duplication of efforts and money. 3. Discussion on whether or not to become a 501c3 and whether or not to use BFCHA as backbone support. There are pros and cons and this needs more discussion. 4. Other ACHs have loaned executives from private business. 5. Within the next few months as the Priority Groups select projects to propose to the Board, the Board should communicate with the HCA about funding needs and if there are greater funding needs, then why. Need to be specific when requesting funds. 6. Look at grants and funding from community foundations and various sources.
<p>By-laws Status & 501c3 Discussion</p>	<p>Carol outlined several changes made to the By-Laws which the Board discussed:</p> <ol style="list-style-type: none"> 1. Article III Definitions: ““Executive Committee” means the Board of Directors President, Vice-President, Secretary, Treasurer, Past President, [and one (1) at Large Member from the Board].” <ol style="list-style-type: none"> a. Board decision not to have an “at large member” 2. Article III Definitions: “Sector” means a category of organizations, governments, businesses and/or individuals who share the same or related mission, product or service within the Regional Service Area. (For example, Social Services, Hospitals, Transportation, Federally Qualified Health Centers, Philanthropy, Housing and Community Based Organizations, Consumer Rep.) <ol style="list-style-type: none"> a. Board decision to approve new definition of “sector.” Carol added examples of sectors, but these are not a final list. 3. Article VII: Section on the Leadership Council became its own article. The LC is now a permanent advisory council to the board and members refers to members of the LC. <ol style="list-style-type: none"> a. Board decision to keep the wording on the Leadership Council as its own article. 4. Observation: Article IV has no section 12. 5. Article VII 2.1: Board decision to keep in the following wording, “Qualifications. In order to qualify for membership, a member shall be a resident [or work] in one of the following Counties: Asotin, Benton, Columbia, Franklin, Garfield, Kittitas,

	<p>Klickitat, Walla Walla, Whitman, and Yakima County, including the Yakama Nation. County-specific membership is permanent, unless otherwise designated “transitional” by the Washington State Health Care Authority. Members should have an interest, expertise, knowledge or influence within the GCACH Regional Services Area related to community health and wellness.”</p> <p>Rhonda motioned to approve the By-Laws. This was seconded by Martin. Bylaws were approved by the GCACH Board. No directors opposed.</p> <p>The 501c3 discussion was moved to the December 15th Board meeting.</p>
<p>Action: Election of Officers</p>	<p>Caitlin and Martin created a process for nominations of officers for the Board of Directors and they will report back in November. Martin nominated Caitlin Safford to be the Secretary and Caitlin nominated Martin Valadez to be the President.</p> <p>The nominations were presented as a slate. Martin Valadez was elected President. Rhonda Hauff was elected Vice President. Brian Gibbons was elected Treasurer. Caitlin Safford was elected Secretary. Martha Lanman moved to approve the nominations and Madelyn Carlson seconded. No directors opposed.</p>
<p>Letters of Support Discussion</p>	<p>Board Decision: It is currently premature for the Board to approve Letter of Support before there is policy written about this topic. In coming months, the Board will work on an appropriate policy.</p>
<p>GCACH Participation Discussion</p>	<p>Board Decisions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> If someone cannot attend the Leadership Council, it is appropriate to send an alternate from your organization. <input type="checkbox"/> If a Director cannot attend the Board of Directors meetings on a regular basis, go back to the sector and have a different member appointed to the Board (supported by Rhonda, Brian and Martin).
<p>2016 Meeting Schedule & Location Discussion</p>	<p>At the last Leadership Council and Board of Directors meetings we discussed the schedule for 2016. Aisling & Carol conveyed the results of the Survey Monkey, which 43 answered, and the vast majority of respondents indicated that the 3rd Thursday of the month was best for their schedules.</p> <p>Decisions: Schedule the 2016 GCACH meetings for the 3rd Thursday of the month. It is best to continue holding the GCACH LC and Board meetings at central location, and that Kennewick is the most centrally located for our regional service area. To be considerate of GCACH members coming from a long distance, there may be some meetings in other locations in other counties, for example Priority Group meetings.</p> <p>(See end of document for 2016 dates)</p>
<p>Miscellaneous</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Lori suggested moving the Leadership Council meetings to 10AM to accommodate those with long drives <input type="checkbox"/> If some counties (i.e. Whitman, Asotin, Garfield) prefer to move to another ACH, they should take the lead and this Board can support their request.

Adjournment	The meeting was adjourned at 2:30PM.
2016 Meeting Schedule	<p>GCACH Meeting schedule for 2016 (the Third Thursday of each month):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Location: Greater Columbia Behavioral Health, 101 N Edison St, Kennewick Update: We have confirmed this schedule with Julie LaPierre from Greater Columbia Behavioral Health. <input type="checkbox"/> Time: Leadership Council: 9-11:30; Governing Board: 12-2:30 (working lunch) <input type="checkbox"/> Thursday, January 21st, 2016 <input type="checkbox"/> Thursday, February 18th, 2016 <input type="checkbox"/> Thursday, March 17th, 2016 <input type="checkbox"/> Thursday, April 21st, 2016 <input type="checkbox"/> Thursday, May 19th, 2016 <input type="checkbox"/> Thursday, June 16th, 2016 <input type="checkbox"/> Thursday, July 21st, 2016 <input type="checkbox"/> Thursday, August 18th, 2016 <input type="checkbox"/> Thursday, September 15th, 2016 <input type="checkbox"/> Thursday, October 20th, 2016 <input type="checkbox"/> Thursday, November 17th, 2016 <input type="checkbox"/> Thursday, December 15th, 2016 <p>Please note, the final meeting of 2015 will be on Tuesday, December 15th, 2015.</p> <p>Thank you for your continued time and engagement with the Greater Columbia ACH!</p>