



**Greater Columbia Accountable Community of Health**

*Collaboration • Innovation • Engagement*

**Board of Director Meeting Minutes**

April 19, 2018 | 12:30 pm – 3:30 pm

Tri-Cities Community Health (TCCH), 800 W. Court St. Pasco, WA 99301, Board Room

**ATTENDANCE**

<b>Board Members (* denotes they called in):</b>	Sandra Suarez, Ronni Batchelor, Meghan DeBolt, Dan Ferguson, Madelyn Carlson, Ed Thornbrugh, Lori Brown*, Tonya Kreis* (Yakama Nation Representative, Not a voting member), Darlene Darnell, Brian Gibbons, Caitlin Safford
<b>Guests (* denotes they called in):</b>	Jorge Rivera, Sarah Bollig Dorn*, Andrea Tull, Dan Vizzini*, Samantha Frederick*, Kat Latet*
<b>Staff:</b>	Carol Moser, Kylee Spence, Wes Luckey, Aisling Fernandez, Rubén Peralta, Lauren Johnson, Sam Werdel, Diane Halo, Patrick Jones
<b>Special Thanks:</b>	Thank you, Tri-Cities Community Health (TCCH), for use of the Board Room, and IT!
<b>Welcome &amp; Introductions:</b>	<ul style="list-style-type: none"> <li>• Brian Gibbons, the GCACH Treasurer, facilitated the meeting.</li> <li>• Quorum was met with a total of 10 members present for voting, one of whom called in.</li> <li>• The Board reviewed the Attestation of Conflict of Interest and the Self-Dealing Transactions: Prohibition and Standard for Approval. It was noted that the Board would be looking at a funding formula that affected all of their organizations later on in the agenda.</li> </ul>

**MINUTES & REPORTS**

**Action Items**

<b>Consent Calendar (Board)</b>	<ul style="list-style-type: none"> <li>• March 22nd, 2018 Board Minutes</li> </ul>	<ul style="list-style-type: none"> <li>• Motion by Sandra Suarez to approve the consent agenda as presented. Seconded by Madelyn Carlson. Motion passed.</li> </ul>
<b>GCACH Report &amp; Updates (GCACH Staff)</b>	<ul style="list-style-type: none"> <li>• The GCACH Report (previously called the Director’s Report) included a summary of:               <ul style="list-style-type: none"> <li>○ The first meeting of the Practice Transformation Workgroup</li> <li>○ Updates on changes to staff titles</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Carol &amp; Dan’s tour of the Wortman Medical Science Center and meeting on workforce</li> <li>○ Carol and Wes’ presentations at the Practice Transformation Workflow Committee</li> <li>○ Carol, Sam and Ruben reported on their experiences at the Northwest Rural Health Conference.</li> <li>○ Rubén Peralta, our Community and Tribal Engagement Specialist, reported on his work and travel throughout the GCACH region.</li> <li>○ Yakima Blue Zones Project</li> <li>○ Initial Distribution of Engagement Dollars</li> <li>○ WA Financial Executor Portal</li> <li>○ LHIN Contract Status</li> <li>○ A welcome to the new Finance and Contracts Coordinator, Diane Halo</li> </ul>	
<b>ACTION ITEMS</b>		
<b>YTD and December Financial Reports (Kylee)</b>	<ul style="list-style-type: none"> <li>● Kylee Spence reviewed the Balance Sheet, the Budget vs. Actuals 2018, and the March 2018 Statement of Activity. These financials had been previously reviewed by Brian Gibbons, Kylee Spence and Carol Moser.</li> <li>● Finance Committee recommended approval of the GCACH Financial Policies</li> </ul>	<b>Action Items</b> <ul style="list-style-type: none"> <li>● Motion by Sandra Suarez to approve the financial reports. Seconded by Madelyn Carlson. Motion passed.</li> </ul>
<b>Initial Engagement Funds Pay-Out (Kylee):</b>	<ul style="list-style-type: none"> <li>● Finance Committee recommended approval of the Initial Distribution payments for provider engagement funding to include payment for LOI submission (\$1k), Board Member Participation (\$1k), Project Facilitator Participation (\$5k), and Registration for WAFE Portal (\$1k).</li> </ul> <p><i>Proposed Recommendation:</i> The Board accepts the Initial Distribution recommendation for eligibility requirements for revenue allocations, to be paid out in May 2018.</p> <p>The Board acknowledged that this funding would be going to their organizations, not to them personally, which would be considered a financial interest, but not a conflict of interest.</p> <p>The Board noted that the recommendation had originated with the Budget &amp; Funds Flow Committee, gone through the Finance Committee, and was now coming to them, thereby creating a sufficient firewall that allowed them to vote, without a conflict of interest on the motion.</p>	<ul style="list-style-type: none"> <li>● Motion by Darlene Darnell to Initial Engagement Funds Pay-Out with the amendment that Board members have acknowledged the self-dealing transaction benefiting his/her organization. Seconded by Meghan DeBolt. Motion passed.</li> </ul>
<b>Revised PTW Charter (Carol):</b>	<ul style="list-style-type: none"> <li>● There was a discussion about the revised version of the GCACH Practice Transformation Workgroup Charter. Revisions included: <ul style="list-style-type: none"> <li>○ Name change: Strategic Planning Workgroup → Practice Transformation Workgroup</li> <li>○ Advisory to the Board of Directors → Advisory to the GCACH Staff</li> <li>○ Broadly focused on strategic planning → Focused in four (4) areas of Implementation planning</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Motion by Darlene Darnell to approve the revised charter. Seconded by Sandra Suarez. Motion passed.</li> </ul>

	<ul style="list-style-type: none"> <li>o Formal process with approvals needed from the Board for action → More nimble and flexible</li> </ul>	
<b>Audit Discussion (Kylee)</b>	<ul style="list-style-type: none"> <li>• GCACH staff received and reviewed two proposals from companies to be the auditor for GCACH.</li> <li>• Finance Committee recommended approval of Moss Adams as the selected auditor for GCACH.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion made and seconded by the Finance Committee to move forward with Moss Adams for the audit. Motion passed.</li> </ul>
<b>Benefits Discussion (Kylee)</b>	<ul style="list-style-type: none"> <li>• GCACH moved to Asuris insurance company. Employees will have either the preferred plan or a Health Savings Account (HAS). This is based on 6 employees. GCACH will remain with Delta Dental for dental insurance.</li> </ul>	
<b>Participating Provider Workflow Discussion (Carol, Wes)</b>	<ul style="list-style-type: none"> <li>• Carol and Wes took the Board through the Participating Provider Workflow. The Current State Assessment is scheduled to go out to Providers by the end of April and returned by May 21<sup>st</sup>. The selection and prioritization of Providers should be completed by June. Assessments will be done by Sam and the Practice Transformation Navigator at the clinic site level through the end of the year, as will Identifying, Recruiting, and Contracting for project work. The Implementation Plan is due to HCA on October 1, 2018.</li> </ul>	
<b>Provider Selection Criteria Discussion (Carol, Wes, Sam)</b>	<ul style="list-style-type: none"> <li>• Each provider will do its own practice transformation implementation plan with help from Sam and her Navigators.</li> </ul>	
<b>Executive Session (Committee, Carol)</b>	There was an Executive Session to review Carol Moser's contract.	
<i>ADJOURNMENT at 3:00 p.m. Minutes taken by Aisling Fernandez</i>		
<p><b>Thank you for your time and engagement with the Greater Columbia Accountable Community of Health!</b></p> <p>The regular Board meetings will be (from 12-2:30 p.m. at Tri-Cities Community Health (TCCH), 800 W Court Street, Board Room) on the following dates:</p> <ul style="list-style-type: none"> <li>• Thursday, May 17, 2018</li> <li>• Thursday, June 21, 2018</li> <li>• Thursday, July 19, 2018</li> <li>• Thursday, August 16, 2018</li> <li>• Thursday, September 20, 2018</li> <li>• Thursday, October 18, 2018</li> <li>• Thursday, November 15, 2018</li> <li>• Thursday, December 20, 2018</li> </ul>		