

## Governing Board Meeting

1:00 PM – 3:30 PM January 8, 2018

<p><b>Confluence Technology Center</b> 285 Technology Center Way #102 Wenatchee, WA 98801</p>	<p>Conference Dial-in Number: (408) 638-0968 or (646) 876-9923 Meeting ID: 429 968 472# Join from PC, Mac, Linux, iOS or Android: &lt;<a href="https://zoom.us/j/429968472">https://zoom.us/j/429968472</a>&gt;</p>
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<u>Time:</u>	<u>Agenda Item:</u>	<u>Proposed Action:</u>	<u>Attachments:</u>
1:00 PM	<p>Introductions - <b>Barry Kling</b></p> <ul style="list-style-type: none"> <li>• Board Roll Call</li> <li>• Review of Agenda &amp; Declaration of Conflicts</li> <li>• Public Comment</li> </ul>	Discussion	Agenda
1:10 PM	Approval of December Minutes - <b>Barry Kling</b>	<p><i><b>Motion to Approve:</b></i></p> <ul style="list-style-type: none"> <li>• Minutes</li> </ul>	Minutes
1:15 PM	<p>Treasurer's Report - <b>Sheila Chilson</b></p> <ul style="list-style-type: none"> <li>• Monthly Financial Report</li> </ul>	<p><i><b>Motion to Approve:</b></i></p> <ul style="list-style-type: none"> <li>• Financial Report</li> </ul>	Financial Report
1:25 PM	<p>Executive Director's Update - <b>Senator Parlette</b></p> <ul style="list-style-type: none"> <li>• Welcome Sahara Suval</li> </ul>	Information	ED Report Sahara Bio
1:35 PM	<p>Board Election</p> <ul style="list-style-type: none"> <li>• Nomination of Blake Edwards for Behavioral Health Seat</li> <li>• Open Seats: At large, Grant County CHI, Business</li> </ul>	<p><i><b>Motion to Approve:</b></i></p> <p>Blake Edwards for Behavioral Health Seat</p>	Bio
1:45 PM	<p>Parkside Update - <b>Tamara Burns</b></p> <ul style="list-style-type: none"> <li>• ABHS Presentation</li> </ul>	Informational	
2:05 PM	<p>Staff / Project Updates</p> <ul style="list-style-type: none"> <li>• <b>John Schapman</b></li> <li>• <b>Christal Eshelman</b></li> <li>• <b>Caroline Tillier</b></li> </ul>	Discussion	
2:30 PM	Whole Person Care Collaborative - <b>Peter Morgan</b>	Discussion	Draft WPCC Charter
3:00 PM	Executive Session – Board Members Only	Discussion	

## **Governing Board & Annual Meeting Minutes**

1:00 PM – 3:30 PM December 4, 2017

**Board Member Attendance in Person:** Tim Hoekstra, Rick Hourigan, Theresa Sullivan, Kevin Abel, Sheila Chilson, Michelle Price, Barry Kling, Bruce Buckles, Jesus Hernandez, Brooklyn Holton **Phone:** Doug Wilson, Senator Warnick, Molly Morris, Ray Eickmeyer, Mike Beaver **Absent:** Nancy Nash-Mendez, Kayla Down (replacement Caitlin Safford) Tyler Paris

**Public Attendance:** Ken Sterner, Charity Bergman, Tessa Timmons, Winnie Adams, Rachel Petro, Ryan Stillman, Deb Miller, Gail Goodwin, Kat Latet

**Staff Attendance:** Linda Parlette, Peter Morgan, John Schapman, Christal Eshelman, Caroline Tillier, Sahara Suval

**Minutes:** Teresa Davis

**Executive Session for Board members only 1:00-2:25 PM, Meeting called to order at 2:30 by Barry Kling. No conflicts of interest, no public comment**

**BHO Update** – Caitlin Safford – Last BHO Governing Board meeting is today. 21 days left in operation, still working on closeout. All MCO's are testing operations and coding to be able to bill.

Tim Hoekstra said that Behavioral Health providers are concerned around American Behavioral Health System and the Crisis system as it will be after January 1st. Would like BH ASO and MCO's to help facilitate the connection.

### **Approval of Minutes -**

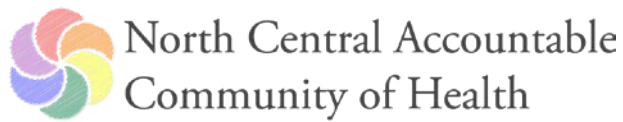
- ❖ *Bruce Buckles moved to approve the November minutes as written, Brooklyn asked that we add that the phone line got interrupted for 10 minutes during the HUB conversation which may have affected the ability to come to a decision, Board agreed, Brooklyn Holton seconded the motion, no further discussion, motion passed - Jesus Hernandez abstained.*

**Treasure's Report** – Sheila Chilson went over the October expenses. Reviewed the summary sheet, she has no concerns.

- ❖ *Sheila Chilson moved to approve the October financial report, Kevin Abel seconded the motion. Brooklyn asked for more understanding around the SIM funding. Sheila explained the SIM Funds were really just for planning, those funds will end and we will start using the demonstration project funds. Source of the funds are a contract with HCA. No further discussion, motion passed, Jesus Hernandez abstained.*

**Annual Budget** – Sheila suggested that in the future we change the format so that individual salaries are not shown. Tabled for later: Board will have an email discussion in the future to come up with a format going forward. 6.3 FTE total wages and benefits make up a substantial portion, supplies and miscellaneous contracts make up a large sum. Barry noted that the staff is working on creating a more concrete budget as project planning takes place and will bring back to the Board.

- ❖ *Tim Hoekstra moved to approve the 2018 budget, Bruce Buckles seconded the motion. Brooklyn clarified what we are tabling, we are tabling the level of detail that we disclose to the public regarding individual salaries. Theresa noted that in the future she would like to have the draft budget presented at the prior meeting for discussion, before asking for approval. No further discussion, motion passed, Jesus Hernandez abstained.*



**Executive Director's Report** - Linda welcomed Michelle Price Superintendent of NCESD to the Board. Thursday meeting with Bob Harnach from Care Coordination Systems on the Pathways Community HUB was very helpful. Save the date of February 3<sup>rd</sup> for WPCC Summit – details to come.

**Annual Meeting Elections** – Went over the term dates and slate of elections.

**Members up for re-election: Ray Eickmeyer, Doug Wilson, Kevin Abel, Brooklyn Holton, Barry Kling**

Nominating committee is recommending that we re-elect all of the above to the Board. Kayla Down will continue on the Board until December 2018 based on the MCO rotation.

- ❖ Bruce Buckles moved to accept the slate of Governing Board re-elections, Rick Hourigan seconded the motion, no further discussion, motion passed – Jesus Hernandez and Ray Eickmeyer abstained.

**Election of Officers:**

**Secretary – Rick Hourigan**

**Treasurer – Sheila Chilson**

- ❖ Brooklyn Holton moved to accept the nominations for Secretary and Treasurer, Tim Hoekstra seconded the motion, no further discussion, motion passed - Jesus Hernandez abstained.

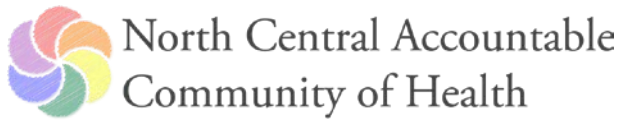
**Barry nominated Vice Chair – Kevin Abel for re-election**

- ❖ Theresa Sullivan moved to accept the nomination of Kevin Abel for Vice Chair, Rick Hourigan seconded the motion, Brooklyn asked for clarification on how many terms officers can serve. Bylaws state that no officer can serve more than two consecutive 2 year terms, no further discussion, motion passed – Jesus Hernandez, Ray Eickmeyer and Kevin Abel abstained.

**Staff Updates** – John Schapman - Project plan application has been submitted and is posted on Doc Vault and HCA website. John will send out a links to both pages after this meeting. If you have any questions, email John. Will give an update on the write back process at the next meeting. Final scores are due back in February. Deadline to get information for probable partners into the Financial Executor is December 15<sup>th</sup>. John will be reaching out to organizations to get that information. Having or not having information submitted does not mean or not mean the organization will receive funding. John will send emails out this week, shortly after, the Financial Executor will send emails about next steps.

**Transitions & Diversion Workgroup** – Meetings are scheduled for the third Thursday of every month 10:00 – 11:30 AM, next meeting December 21<sup>st</sup> at the CTC.

Christal Eshelman - Less than a month until FIMC, had the last advisory committee and everything seems on track with the Behavioral Health providers, let Christal know if there are any issues. We have a couple of PSA's that will start airing thanks to the connections from the Consumer Engagement workgroup. The Early Warning System will be up and going there will be daily, weekly and Bi-weekly and monthly calls to update and catch any issues early. Isabel Jones and Jessica Diaz will be our contact for the Okanogan FIMC transition on January 1, 2019. Opioid workgroup is meeting, on December 15<sup>th</sup> 1:00 – 2:30 at the CTC, future meetings will be the third Friday of every month.



Caroline Tillier - still a lot of data needs. Attended a day long data lead meeting in Seattle that raised more questions than answers. Learned that the HCA does not have a clear plan for the pay for reporting measures. We need to report on a Quality Improvement plan for 2018. Will be reaching out to providers in 2019 when implementation is happening.

**WPCC Update** – Peter Morgan gave an update on the WPCC. Talked about the site visits with CCMI and how they have been very helpful in crafting documents and very responsive to our needs.

**Budget Request:** in addition to the amount already committed for the design phase...

- Annual Summit: to kick off the learning community \$27,000
- Collaboration Portal: Website for data reporting, Informational exchange and scheduling. It appears to be a well-tested stable portal \$35,000 annual license
- Technical Support for Web Portal \$3,416

Proposed Structure – Went over the proposed structure for the WPCC. We would like to start a steering committee that is less dependent on staff to drive things. This would probably consist of five people, they would also be a part of the learning community. In the future we will come to the Board with a new charter and a request for the Board to appoint the steering committee. Discussion on the structure will be tabled for a future meeting. Would like to see a recommendation from staff for size and structure/representation.

- ❖ *Sheila Chilson moved to approve an allocation for the WPCC \$65,451 Doug Wilson Seconded the motion.*

Discussion: Annual license is for the whole region. We can include other workgroups in this as well. It is not limited by the number of users. These items will appear every year, once we have established a cost we will present the support as an annual budget item. Is this reflected in the annual budget that we just approved? No it is in addition to it. Is this price comparable to other portals? We have not compared, we are going with what our consultants know how to operate and what they have suggested. Caroline has attend a couple of webinars on other portals and the costs that she has heard of is above the costs of this. Tim suggested that we add the support for the year into the budget request for a total of \$103,027.

- ❖ *Sheila Chilson accepted the amendment for a total request of \$103,027 to add technical support for the year, Doug Wilson seconded the amendment. Sheila feels comfortable approving this because as a Board we have approved using CSI / CCMI as consultants and this is the platform that they are comfortable using. Motion approved, Jesus abstained. Barry noted that this money will not be subject to the 15% CDHD administrative fee.*

**Pathways Community HUB:** Had a session last week with Bob Harnach of Care Coordination Systems and had a live demonstration of the software and business model.

Discussion ensued about the presentation.

- Tim is very impressed with the model and how the cost saving is built into it.
- Rick is hesitant that they have not integrated with Epic and never worked with them. They have integrated with multiple systems. It would be nice to have a conversation with Epic.

- Jesus said we can't look at it as integration with EHR's, we need to look at it on a care coordination basis.
- Caitlin said the majority of the state is in on Epic and this is a huge roll out. All of the ACH's need to band together and bring the conversation to Epic.
- Brooklyn likes the idea that this can help the build capacity of care coordinators in the region.
- Kevin said that it is going to be challenging but knows that we need some kind of format to continue with the project but is supportive of it.
- Bruce was encouraged by the system, but would like to make sure that everyone on the Board is comfortable with the decision.
- Barry noted that we have looked for other systems and have not been able to find one that does as much as this system does. Barry passed around the below Governing Board action. This will get us right up to the point of implementation, cost \$75,000.
- Linda noted that they have added Health Homes to the platform. When 7 ACH's have chosen this project, we need to start leveraging.
- Sheila agrees that we need to move forward. We need to realize that we are not going to impact a software company. Only hesitation is value base purchasing and how this gets carried on past 2021.
- Ray agrees with moving forward, they have a proven track record, we need to have the funnel point otherwise people get lost and there is no accountability.
- Doug agrees that we need to move forward.

**Proposed Governing Board Action re Pathways HUB:** Authorize the Executive Director to enter into a contract to address the following Pre-Launch HUB work plan at a cost not to exceed \$75,000.

**Proposed Major Elements of HUB Pre-Launch Work Plan**

- 1) Present and discuss with key stakeholders the Pathways Community HUB model and community-based care coordination.
  - a. ACH Board and its members
  - b. Community Service Organizations
  - c. Health care providers, including behavioral health agencies.
  - d. Others as may be required
- 2) Discuss and recommend possible information technology integration between providers using EPIC and the HUB via Pathways HUB Connect and EPIC.
- 3) Discuss and recommend possible information technology integration between health centers and the HUB via Pathways HUB Connect.
- 4) Identify community resources as possible community care coordination agencies within the HUB network.
- 5) Develop request for proposal (RFP) criteria to be used to evaluate HUB entity candidates. The body of the RFP will be developed by the ACH.
- 6) Identify and evaluate potential HUB entities that may be engaged by the ACH's request for proposal process.
- 7) Develop a viability budget and HUB implementation plan, in cooperation with NCACH, based on projected populations to be served, community care coordinators available, ACH/HUB requirements, and expected revenue requirements to reach a break-even status in each of

the next five years. In essence, provide a plan with proper substantiation in which activation decisions may be made.

- 8) Present to ACH Board the engagement's findings, budget and recommendations.
- 9) Transfer Pathways knowledge and presentation materials to ACH leaders in order that they may continue fostering community engagement with their ACH/HUB Pathways initiative.
- 10) Executive coaching for key managers in operations, evaluation, strategy, performance, and personnel growth.

The following are additional services that are not deliverables of the engagement above and may be contingently necessary at additional cost based on the ACH's decisions:

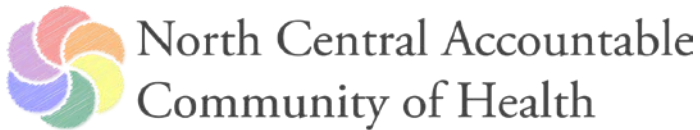
- 1) Modifications to the software system that may be necessary to support the operations, information gathering, contracts, and stakeholders.
- 2) Creation of an actual Pathways Community HUB with policies, procedures, contracts, strategic plans, business plans, and other collateral in accordance and readiness for HUB certification. This may include, among other things:
  - a. Training of community-based care coordinators in the Pathways model and with the Pathways software.
  - b. Training of supervisors of care coordinators and the use of the Pathways software to efficiently manage care coordination and the completion of Pathways.
  - c. Training of HUB staff and management in the operations of a HUB and the use of the Pathways software to efficiently operate the HUB and report.
  - d. Preparation of people, processes, and organizations for launch of the HUB initiative.
  - e. Deep evaluation and contracting of community-based care coordination resources.

❖ *Brooklyn Holton moved to approve the Executive Director to enter into a contract with Care Coordination Systems (action above) not to exceed \$75,000, Doug Wilson seconded the motion. Discussion: we need to have the option to address concerns and develop the RFP to require a lot of context to answer our concerns or questions. Addressing concerns needs to be a requirement. Caitlin noted that the prices have been really hard to get from them. Linda asked that the MCO's provide us with any questions that they have. No Further discussion, motion passed, Jesus Hernandez abstained.*

**Roundtable:**

- Barry noted that Board members can't send a proxy in their absence. They can send someone in their place to listen and comment, but they can't vote.
- Tim announced that he has resigned his position on the Board as of January 12<sup>th</sup> as he has accepted a position out of state. It has been a pleasure to serve on the Board. The Behavioral Health sector will present a nomination for replacement soon.

Meeting adjourned at 4:06 by Barry Kling.



Executive Director's Report  
January 2018

Happy New Year from the North Central Accountable Community of Health! While we won't be releasing a full newsletter this month, I'm grateful for the chance to share updates, accomplishments, and next steps in the Demonstration process.

We finished December with a chance to reflect, relax, and to enjoy time with our loved ones. After November's hectic deadline to submit our Project Plan application, we were anticipating two 'write-back' periods to make clarifications to our submission. While on winter vacation, we received some wonderful news from Myers and Stauffer, the contracted firm who reviewed our Phase 2 Certification documents: no second write-back edits were needed to our Project Plan application! With the close of the year, and submission of the plan, the North Central Accountable Community of Health is now on track for successful project implementation across the region.

As we enter the New Year, I am focusing on connecting with staff and supporting the team as we transition from the planning to implementation stages. In addition to our two-hour weekly team huddle, I now have the opportunity to meet individually with each staff member – which is truly necessary in order to stay caught up with all of the various moving pieces on each Project. With so many quickly changing mandates issued from the HCA for the Medicaid Demonstration, things have a way of moving fast and unexpectedly. Luckily, we have a team, and dedicated group of community leaders and providers who remain steadfast, committed, and flexible.

Our next monthly staff retreat will be held on January 12, 2018. These retreats have been an effective way for the team to come together and collaboratively address challenges, share highlights, and develop solutions to best support all of the important work being accomplished in the region. Across the State, all of the Accountable Communities of Health will be participating in an ACH Convening, hosted in SeaTac on January 23 – 24. I will be attending with a team of staff members.

The next Governing Board retreat will be hosted on January 19, 2018. My hope is to have a representative or two from the State available to clarify funding in the Demonstration, which will be a main topic of discussion. We look forward to having our Board come together, and to continuing the charge!

In other news, our newest staff member, Sahara, has been busy working on updating the NCACH website (<https://ncach.org>). Having met with team members, and leaders from one of our Coalitions of Health Improvement, Sahara will be working our web developers to release a freshly updated website in February – stay tuned! On top of our new website, we will soon be sharing an updated newsletter format, and a robust communications and engagement plan for NCACH operations into 2018. One of our goals for 2018 is to increase our community outreach, and I am confident that with the addition of Sahara, we will be able to increase our efforts multifold.

2018 will be a busy year, with lots to do as we move ahead with our projects, outreach, and our upcoming annual Summit. Here's to full steam ahead.

Charge On!

Linda Evans Parlette



### *NCACH Board Nominee – Blake Edwards*



*Blake Edwards is currently Clinical Program Manager for Child & Family Counseling at Children’s Home Society of Washington in Wenatchee and East Wenatchee. Blake has been on staff at CHSW since July 2016. Blake has also served as the North Central Behavioral Health Champion for Washington state’s Pediatric Transforming Clinical Practices Initiative (P-TCPI) since September 2016. Blake has served as a clinical supervisor at multiple agencies, as clinical director for a treatment foster care program in Dallas for three years, and in addition to management roles has provided psychotherapy services with children, families, and adults for over eleven years in Texas and Washington state. Blake lives with his wife and twin daughters (third graders) in East Wenatchee.*

### *New NCACH Staff - Sahara Suval*



*Sahara joins the NCACH after several years of working managing youth and environmental restoration programs outside of Seattle. Originally from the West Side of the state, Sahara and her partner recently relocated to the area to an off-grid home on twenty acres outside of Chelan. She holds a Master’s Degree in Education from Western Washington University, and a certificate in Nonprofit Leadership and Administration, and has been working with youth and nature since 2010. Most recently working managing programs for underserved youth in Seattle, Sahara has also served as the director of a small nature preserve, and a volunteer ski instructor. Though her background isn’t in health, Sahara sees many correlations between the health of an eco-system and its role in the health of a community. She is thrilled to be a part of the team and to focus on community outreach for the NCACH, and all of the great work it’s doing. When not in the office, you can find her exploring outside with her partner and rescue dog, or working to find the perfect banana bread recipe.*