**North Central Design Grant Lead Group**

**Meeting Notes – June 4, 2015**

Members Present: Ken Sterner, Nancy Warner, Peter Morgan, Cathy Meuret, Jesus Hernandez, Barry Kling, Deb Miller, Jeff Ketchel, Bethany Osgood, Jorge Rivera, Carmen Switzer, Gail Goodwin, Erin Hafer, Ben Lindekugel, Lauri Jones, Jeff Davis

 Meeting called to order at p.m.

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| **AGENDA ITEM** | **DISCUSSION/RECCOMMENDATIONS** | **ACTION-FOLLOW-UP** |
| Revised Governance Proposal | * Requested Correction: Change non-Confluence Hospitals to Public Hospitals.
* Minor changes since the last revision were:
	+ Guiding Principles #8 & #9; the standing committees were taken out with the intent the Governing Board will determine such committees.
	+ Updated the Governing Board Seats to reflect agreed addition of a second public hospital seat.
* Discussion regarding voting vs. Non-voting Alternate. A request for clarification why an alternate is not allowed a vote. Group agreed that changing the by-law/guiding principle would change the dynamic of the board and diminishes the purpose of keeping the board representation small. Suggestions for changes included: allowance of proxy vote with normal board attendance requirements; absentee arranging proxy via written arrangements with the board; remote meeting participation via board approval.
 | Barry will update the changes discussed and email the next draft for review |
| Plan for response to partner comments on governance | The group agreed to resend the final Governance Board draft out to all stakeholders with a cover letter that explains the process for reaching the final proposal. Barry will summarize the discussions and draft a letter that will include an online link to the survey results. | Barry will draft a letter and email for review |
| Unresolved Governing Board appointments | Behavioral Health-Pending. Gail has sent out an email and received replies from two interested representatives. It was suggested the proposed Governing Board draft be sent out to the group so everyone has a clear understanding of the commitment. There is still concern and gray area for this stakeholder group pending the early/middle adopter decision, therefore the stakeholder group may be challenged to come to an easy decision for representation. Barry has offered that he/Lead Group members would be willing to help Gail facilitate a meeting/conference call so she can participate as a stakeholder and not as Lead Group member. Confluence Health-CWH-**Jeff Davis**Confluence Health-Primary Care-PendingPublic Hospitals (2 seats)-**Tom Thompson**, Samaritan Hospital; **Kevin Abel**, Lake Chelan Community Hospital Federally Qualified Health Clinics**-Patrick Bucknum**Business Community-Pending Elected Officials- **Senator Parlette**, *ex officio* voting memberEducation- **Winne Adams**, NCESD School Nurse Corps AdministratorPublic Health-**Barry Kling** Area Agency on Aging-**Bruce Buckles** Hispanic Community-Pending. Jesus will ask for each of the proposed representatives to submit a bio and will request the Lead Group help make a final decision.Medicaid Managed Care Organizations-Pending. Carmen reported the MCO representatives will be meeting on June 8th hosted by CHPW. Tribal Representative- Pending. Lauri is in contact with Mel Tonasket who is working with Tribal Health to determine the best fit for this position.  | Gail, Jeff, Barry, Jesus, Carmen, and Lauri will provide updates on pending representatives |
| Timeline for Governing Board initial meeting and phase-out of Lead Group- | There is group consensus to move ahead with convening of Governing Board. A Doodle Poll will be sent out to newly designated representatives to determine a date/time for a 2+ hour educational/start-up session of the Governing Board. This transition period will involve members from the Lead Group to help ease the Governing Board into their new roles. Nancy, Cathy, Jesus, Jeff K., Barry and Deb will work on the details/plans for Governing Board orientation. A suggestion was made to have 4 areas of focus for the first meeting:1. Knowns/unknowns of an ACH
2. Health context of the region
3. Structure of the existing Regional Health Care system
4. MCO Orientation

Jorge suggested/offered that MCO’s create a formal presentation of “What is a MCO?/What does a MCO do?” to help Governing Board (as well as Lead Group members) understand the purpose/role more fully. | Workgroup will meet to plan orientation meeting.Deb will work with Barry on proposed meeting dates and send a Doodle Poll to current representatives |
| Update on Early/Middle Adopter discussions | Barry and Gail updated group on Early/middle adopter status. Governor’s office staff, HCA, and DSHS conducted a series of conference calls (Spokane RSN, CDRSN, and Grant/Okanogan Co. Commissioners) and granted flexibility/3 decision options to the groups. Okanogan/Grant County commissioners have been given until June 15th to determine whether they will join with CDRSN request for Early/Middle adopter. CDRSN will meet June 8th to decide which option they will decide on (Early or Middle adopter). Gail reported that she and Tom Thompson met with Grant County commissioners to advocate/support the decision to join the CDRSN decision. Barry and Skip are planning a meeting to plan a similar approach with Okanogan County commissioners. Gail offered to help with this meeting as well. |  |
| Backbone Letter  | The description in the backbone LOI request letter was changed slightly. There was a request to consider including some competency requirements for agencies interested in submitting an LOI. Group determined the existing criteria (non-profit, neutral entity) would be sufficient to solicit the LOI. It was agreed the letter would be sent out soon and the backbone organization decision would be a task for the newly appointed Governing Board.  |  |
| Update on outreach plans | Cathy offered an overview of a short-term/6 month communication plan that will carry the work through the transition period until such time the Governing Board determines the extent of what is needed moving forward. Cathy, Nancy, and Deb will continue to work on the short term plan and send out a proposed audience list for review and additions by the Lead Group. They will also work on creating a standard presentation that can be tailored to the needs of the group being presented to.  | Cathy, Nancy, Deb will continue to work on the plan and send updates to the group |
| HCA Webinar Report | Peter reported his main takeaways on the Medicaid Waiver webinar on May 28th. It is clear the state is committed to moving forward. Over a 5 year period the program has to be cost neutral. Use of the waiver process to help fund ACH work. Measurement will be a big challenge. Long-term care can be brought into the process. The state is closely studying other waiver states to learn from them.  |  |

Next Meeting: June 18, 2015 2:00 p.m.-4:00 p.m. @ Chelan Douglas Health District