

Lane Community Health Council

January 14, 2020

7:00 a.m. – 9:00 a.m.

Minutes for Regular Meeting

Directors Present: Dr. Steve Allan, Options Counseling and Family Services; Mr. Ken Provencher, PacificSource; Mr. John Johnston, Willamette Family Treatment Services; Dr. Karen Weiner, Oregon Medical Group; Ms. Valerie Rapp, McKenzie River Clinic (via phone); Mr. Ron Hjelm, Community Health Centers; Mr. Paul Solomon, Sponsors Inc.; Mr. Tony Scurto, Lane Education Service District; Mr. Kevin Boie, Advantage Dental; Mr. Brad Wakefield, PeaceHealth (via phone); Ms. Karen Gaffney, Lane County Health and Human Services; Ms. Meredith Nelson, McKenzie Willamette; Dr. Pilar Bradshaw, Eugene Pediatrics

Absent: None

Guests: Mr. David Devalk, MASS/NWHP; Mr. Dustin Zimmerman, Oregon Health Authority; Ms. Marian Blankenship, PacificSource; Ms. Leslie Neugebauer, PacificSource (via phone); Ms. Lindsey Hopper, PacificSource (via video conference); Ms. Lisa Williams, PacificSource

1. Call to Order, Introductions and Welcome, Public Comment

Dr. Allan called the meeting to order at 7:00 a.m. Introductions were made around the room and via phone. There was no one present from the public, requesting comment. The Council discussed the issue of the first administrative payment from PacificSource to the Health Council. Ms. Hopper suggested that PacificSource could hold the payment until the Council has established a bank account. Discussion ensued and the Board agreed this was the appropriate course of action.

It was moved and seconded to request PacificSource to withhold CCO payment until the Health Council has established a bank account. The motion passed unanimously. Ken abstained.

2. Approve Minutes of December 10, 2019 from Lane Community Health Council

Dr. Allan presented the minutes from the previous meeting for review/approval.

It was moved and seconded to approve the minutes as presented. The motion passed unanimously.

3. Shared Learning

- **Community Advisory Council (CAC)**

Ms. Neugebauer joined the meeting by phone to share information on the CAC requirements. She presented and discussed slides containing information on Oregon Health Authority's requirements for appointing members, membership representation, and operation management. She noted that a CAC Coordinator will need to be designated by the Health Council.

The Council discussed the information presented and asked Ms. Neugebauer to distribute a copy of the presentation to the Health Council members. Additionally, the Council discussed creating a timeline/actions tracking system pertaining to the various elements in the learning sessions. Ms. Hopper noted that the CCO Health Plan are responsible for submitting some of the requirements included in the presentations. Ms. Blankenship indicated that a timeline and tracking

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document is under-development, which will identify requirement, timeline and the responsible entity. She will share this document with the Board.

- Transparency

Ms. Hopper presented and discussed information on CCO mandates and expectations for public transparency. She discussed the transparency requirements for the Health Council and reporting committees. The CCO governing body Board meetings must be open to the public and recorded by written minutes and/or audio, and board member contact information must be available to the public. Ms. Hopper reviewed the distinctions between the Oregon Public Meeting Law and House Bill CCO requirements. She reviewed common questions and responses, including information on the use of executive sessions. Executive sessions have been used by Health Councils in other regions to discuss items such as grant requests, however, those Councils have recently been exploring ways to hold those conversations outside of executive sessions. After further discussion, Mr. Laing agreed to build a checklist and work with the Council on transparency requirements and timelines.

The Council discussed creating a Health Council website place to list the meeting details, and shared ideas to make the meetings more convenient for the public to attend, such as changes in venue and meeting time.

4. CAC Proposal

Ms. Blankenship reviewed that Trillium and PacificSource have been in dialog on opportunities to consider for collaboration for several months, including discussing sharing a CAC and CAP. The overall goal was to implement a committee structure that would make the most efficient use of stakeholder time and community resources, while promoting community health outcomes. Ultimately, the workgroup recommended a joint CAC, but to convene separate CAPs. The CAPs will have an option to create a joint sub-committee to discuss mutual areas of interest.

Ms. Blankenship presented a written recommendation from the Trillium/PacificSource Collaboration Steering Committee that outlines the relationships and responsibilities for the CCOs in relation to CAC structure and composition. She reported that the CCO Collaboration Steering Committee accepted the recommendation, and OHA has agreed that the approach is a permissible path. Mr. Zimmerman confirmed OHA's endorsement of the approach. Ms. Blankenship asked for an endorsement of the Board to move forward with the details to support the proposal.

After discussion, it was moved and seconded to accept Steering Committee's proposal for a combined CAC as presented with a review in one year. The motion passed unanimously.

The Council discussed timing of adding CAC Consumer Advocates representatives to the Council. Ms. Blankenship reported that the informal agreement is to build from the existing Trillium CAC, while opening it up for further recruitment to ensure sufficiently diverse representation, per 2.0 requirements. One of the next steps is developing an MOU between the CCOs and the County, outlining key agreements and shared administration. Mr. Provencher inquired whether the Board could expect to have Consumer Reps in time for participation in the March retreat. Ms. Blankenship believes this will be challenging within the timeframe, but not impossible.

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5. Finance Committee Recommendation

Ms. Hopper reviewed the Finance Committee minutes included in the meeting packet. She presented the Committee Charter, recommended for approval by the Finance Committee. The group requested several changes including: listing Don Costa as a Committee member, rather than a Council member, adding that the majority of the Committee must be members of the Board, and making explicit that the Co-chairs represent a PacificSource staff and a Finance Committee member. The Council held a discussion on a process for replacing exiting members and discussed the potential need for a standing Recruitment Committee of the Board. The group requested that the Finance Committee review the positions listed in the charter and suggested the removal of Committee member names, and instead document the appointments/names in the minutes. Rather than names, desired subject matter representation, such as ‘financial expert’ could be described. Ms. Hopper will bring charter back to the Finance Committee for further review.

Ms. Hopper presented the draft budget recommended for approval. Mr. Provencher noted that staff were particularly conservative when forming the budget, acknowledging the uncertainty of membership and rates. Ms. Hopper reported that shared saving would be determined at the end of 2020 with payout in 2021. In addition to the CCO Budget presented today, the Committee will be reviewing the Health Council Operating budget during their upcoming meetings.

It was moved and seconded to approve the budget as recommended. After further discussion, the motion passed unanimously.

6. Updates

- Membership

Ms. Hopper reported that PacificSource has currently enrolled 49,430 CCO members and 194 Cover All Kids members. Mr. Provencher reported that there has been a high volume of calls from providers and members to the Customer Service Team. There have been questions from members on the process to change CCO through OHA, Mr. Zimmerman offered to provide talking points for the Customer Service Team.

Mr. Provencher reported that PacificSource has hired over 250 new staff, and there remains additional positions to fill.

Dr. Weiner reported on a communication gap issue regarding providers receiving sufficient CCO updates/information. Ms. Hopper offered to add the agenda topic to an internal meeting, Metrics that Matter.

Mr. Zimmerman reported that OHA continues to adjust CCO assignments based on provider network. He suggested that ‘frequently asked questions’ on the OHA website may be helpful to alleviate member confusion. Ms. Hopper discussed concerns with coordination of care issues resulting from member assignment process, such as interruptions in prior authorization approval process. She noted that PacificSource would like the opportunity to be informed and assist with the process to avoid those gaps in transition of care.

- Hiring an Executive Director

Mr. Allan reported that it is the Committee’s recommendation to hire Ms. Rhonda Busek as the Council’s Executive Director. He reviewed Ms. Busek’s background in Health Care and

experience with CCOs at the State and Health Plan levels. Her start date is February 10, 2020, but may change slightly depending on the transition plan she works out with her current employer.

It was moved and seconded to approve moving forward with hiring Ms. Rhonda Busek as the Executive Director. The motion passed unanimously.

- Form 1023

Mr. Boie gave a summary of discussions during the last Council meeting regarding the 1023 form as part of the application of not-for-profit status. During the meeting, endorsement was given for the workgroup to see forth the process and a signer was designated. The form was signed and filed at the end of December 2019.

- Retreat Agenda Planning

Mr. Provencher reported that a workgroup has been meeting to shape an agenda for the upcoming retreat on March 2, 2020. The workgroup proposes to move forward with Coraggio Group, to facilitate the meeting. He presented an Engagement Agreement from Coraggio Group outlining the project scope, proposed approach, and background on the consultant team. He reported that a scheduler from Coraggio will be connecting with each Council member for a short interview to gather input on vision, mission, and values. He discussed the options and cost, including utilizing a junior vs senior consultant, and one or both attending the retreat.

After discussion, it was moved and seconded to approve utilizing the junior consultant for interviews, and inviting both the junior and senior consultants to the retreat. The motion passed unanimously.

7. Adjournment

The meeting adjourned at 8:58 a.m.

Respectfully Submitted,

Lisa Williams

 Digitally signed by Stephen Allan
DN: cn=Stephen Allan, c=US, o=Lane
Community Health Council,
email=steve.allan@options.org
Date: 2020.04.03 12:11:27 -07'00'

Steve Allan, Secretary