



## CPAA Support Team Meeting Summary: March 2, 2017

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### **Attendees:**

**Backbone Staff:** Jennifer Brackeen, Justin Wagaman, Rebekah Finn, Winfried Danke

**Council Partners:** Michael O'Neill, Mary Goelz, Randy Barker, Danette York, Laurie Tebo, Chris Hawkins, Kat Latet, Caitlin Safford

### Welcome and Introductions

On Thursday, March 2, 2017 the CPAA Support Team gathered via conference call for a meeting to prepare for upcoming Council meetings and activities. The goals of the meeting were to discuss the options for Council meeting locations, receive an LLC Operating Agreement update from the attorney and review a summary of the board applications, discuss the updates needed to the CPAA Conflict of Interest Policy, review and discuss the Medicaid Transformation Project Toolkit optional projects, review the draft ACH Certification document, and approve the agenda items for the March Council meeting.

### Options for Meeting Locations

The Support Team discussed the following three options for monthly regional Council meeting locations:

- Meetings are always held in Elma.
- Meetings always rotate around the region.
- Meetings are usually in Elma, and rotate around the region a few times each year.

The group also brought up the option of making the meetings available via teleconference, but many expressed concern that active engagement over the phone is very difficult, especially when having small group breakout discussions. The group unanimously agreed that the third option was the best compromise, and that staff should begin scouting venues to have alternative locations a few times per year. The Support Team will have another conversation about teleconference options in about a year after trying this rotation method.

### LLC Operating Agreement and Board Applications

Staff shared with the group that the Limited Liability Corporation status of the CPAA ACH LLC is now officially registered with the State of Washington, with the next step being to seat the board of directors. Staff summarized what applications had been received so far, and reminded the Support Team that applications were due on March 5, with the vote being held at the March 9 Council meeting. The group is still working on finding a candidate to fill the Consumer/Medicaid Beneficiary seat.

### Discuss Conflict of Interest Policy Changes

Staff reminded the Support Team that the current CPAA Conflict of Interest (COI) policy was adopted about two years ago for the purpose of a collaborative association making consensus-based decisions.



Since the CPAA is now a legal entity, staff is recommending that the CPAA adopt the generic COI policy provided by state Technical Assistance. The group agreed that it makes sense for staff to review the generic COI policy and update it if needed to make it relevant for the CPAA. The Support Team will review the update COI policy at the next Support Team meeting.

## Project Toolkit Optional Projects

The group reviewed the requirements from the Health Care Authority (HCA) regarding the Medicaid Transformation Demonstration Project Toolkit, specifically that optional projects from Domain 2 and Domain 3 need to be chosen by June and have implementation plans by September. Some ideas for ways to get feedback from CPAA stakeholders and community partners on the project options include:

- Work Group suggestions
- Public surveys
- Local forum discussions
- Focus groups
- Regional needs data

One suggestion was to reach out specifically to consumers. Some ideas of ways to do that included:

- Town hall meetings
- Reach out to partner consumer boards
- A public survey designed to find out the consumer experience

The Support Team also requested that staff develop a criteria scoresheet for the project options, so staff will adapt the criteria scoresheets used for developing the CPAA's Regional Health Improvement Plan.

## Review Draft ACH Certification Document

The group reviewed the [draft Certification Document that HCA recently released](#) as a guide for how Accountable Communities of Health (ACHs) need to prepare for receiving any Medicaid Transformation Demonstration funds. After review, the group brought up a few questions for HCA:

- Where is Phase 2?
- Why is the Phase 1 funding amount so much less than previously discussed? (Up to \$1 million rather than \$2+ million?)
- Does scoring translate to levels of funding?
- Is there a minimum score for certification?

Staff will send out the document to the full Council and will compile all questions and comments to share with HCA.



## Approve March Council Meeting Agenda Items

The Support Team reviewed the Council meeting agenda, and discussed the process for voting and approving the Governance Board directors. As a reminder, Council members who represent each sector will vote for the directors to represent their sectors, and if any sectors are unable to come to a majority decision, the vote will be taken to the full Council. The group suggested the votes be confidential. The Support Team agreed upon the Council meeting agenda items.

## Next Steps

- Staff will begin scouting and planning alternative Council meeting locations.
- Staff will customize the generic Conflict of Interest Policy and bring the draft to the next Support Team meeting.
- Staff will share questions and comments about the ACH Certification process with HCA.
- The next CPAA Council Meeting will be **March 9, 2017; 1:00PM–4:00PM** at Summit Pacific Medical Center.
- The next Support Team Meeting will be **March 23, 2017; 1:30-3:30PM** via GoToMeeting. Meeting details will be emailed to the group.