



HealthLink Miami Valley Management Team Meeting

May 21, 2002
10:30 — 12:30 PM
Kettering Center

MINUTES

- 1. Introductions:** Kate Cauley, Carla Clasen, Kim Conner, Mary Crimmins, Becky Valekis, Marilyn Rodney, Jack Pascoe, Richard Schuster
Absent: Rudy Arnold, Bill Bines, Bob Mullins, Arthur Pickoff, Janet Grant
- 2. Review Meeting Roles**
Facilitator: Kate Cauley
Notetaker: Mary Crimmins/ Allyson Sepp
- 3. Review Meeting Agenda**
- 4. Work Through Agenda**
 - A. Jack gave update on Submission of Practice Based Research grant. He noted a good response from ARC.
 - B. General Issues
 - The new hire for HLMV introduced herself, Ms. Allison Syep
 - The Access database is now being input. It will contain all referrals (appropriate and inappropriate) from portals, client demographic information, and actions taken by advocates. No statistical reports will be provided until the input is complete.
 - Kate shared a recent press release regarding the HRSA CAP grant applications for FY 2003. The press release indicates that a maximum of 70% of the current year funding may be available.
 - The CAP Director s Conference is being held in Washington ,DC from June 9 through June 11. As previously reported Rudy, Jack, Kate and Mary will be attending. The schedule for the conference is on the HRSA website. HLMV is scheduled for a Breakfast roundtable session and will have a display table in the Exhibit Hall. HRSA is also offering a continuous powerpoint presentation in which HLMV can request inclusion.
 - For the June 4th Strategic Planning Meeting, planning is in progress. Janet asked that facilities and equipment be checked. Richard will check into possible media coverage.
 - C. Task Force Reports/Actions Steps from Previous Meeting/New Members

- MIS: The server for HealthLink is to be located at WSU and data from Goodwill and GDAHIN will be merged by WSU to produce an initial list of health uninsured. Senior MIS staff from Children's Medical were invited to the May 28th MIS meeting by Jack.
- Outcomes/Evaluation: Jack distributed timeline and May 1st meeting minutes. The SWOT report is on the internet. The task force is working with agencies to collect HEDIS data. They are focusing on asthma treatment in children and hypertension treatment in adults.
- Outreach: The training infrastructure and protocols need to be documented and located on the web site. Referrals and contacts will be tracked. Marilyn explained that they will be coordinating efforts so as not to duplicate effort.
- PR/ED: no report
- Strategic Planning: Richard suggested that at the June 4th meeting, key issues be established and prioritized. Small groups will then discuss/propose strategies to accomplish the key issues. Mary requested that proposals from the June 4th meeting be taken to the Advisory Council.
- Management Team

D. Speaking engagements/invitations/presentations/publications review

E. Issues for HealthLink Network Review/Approval

1. Portal agency recruitment/site development: Mary noted that many portal agencies are looking for assistance with their own databases. Several agencies are being trained in portal protocols. During this process input from line staff is being sought on perceived health needs and barriers. Training on the HLMV website is also being included. The website has a form which allows agencies to provide input. Mary estimated 60-80 agencies in the area that would qualify as a portal. Kim said Sunrise is providing the majority of portal referrals.

NEXT MEETING DATE: June 18, 2002 10:30AM to 12:30PM