



HealthLink Miami Valley Management Team Meeting

April 16, 2002

10:30 - 12:30 PM

Kettering Center

MINUTES

- 1. Introductions:** Rudy Arnold, Kate Cauley, Carla Clasen, Mary Crimmins, Bob Mullins, Jack Pascoe, Marilyn Rodney, Richard Schuster
- 2. Review Meeting Roles**
Facilitator: Kate Cauley
Notetaker: Carla Clasen
- 3. Review Meeting Agenda**
Completed
- 4. Work Through Agenda**
 - A. Members Update
Completed
 - B. Taryn Jones Updates
As most of us know, Taryn left March 22 to pursue another opportunity. We have advertised and will be interviewing to hire an administrative support person on a part-time, on call basis. Meanwhile, a number of her responsibilities have shifted internally. Mary Crimmins is handling the web page, Kim Connor has picked up education and communication with the Advocates re: the database, and Carla Lachecki finished constructing the the client database. The monthly updates have gotten behind, with February being the last one; we want to be sure these are picked up again. If the team notices that anything else is being missed, please let Kate and/or Mary know.
 - C. Task Force Reports/Actions Steps from Previous Meeting/New Members
 - MIS – Met last week. There are several issues requiring resolution: 1) what are the requirements of HIPAA that apply to us—this should be resolved over the next several weeks. 2) Decisions about how to interact with the hospitals re: data because of the change which will be occurring with GDAHIN. 3) where the server will ultimately be housed.
 - Outcomes/Evaluation – An executive summary of the results of the Partner Survey has been done and will be made available on the web site. The instrument itself also needs to be on the site. The task force has obtained and is looking at HEDIS indicators. The task force will meet tomorrow.
 - Outreach – Next meeting is 4/19/02. A Community Event/Town Hall Meeting is planned for April 17th at Volunteers of America. The focus will be on educating attendees about HealthLink and health resources and on getting input from consumers. The Strategic Planning Task Force identified some questions to be asked at the meeting. Food and door prizes will be offered, and there will be activities and education for

children. A student from the College of Nursing and Health and Advocates will assist with the kids. The next Community Event is scheduled for May 9th at the Drew Health Center, and two more are planned to be held in Huber Heights and West Carrollton.

Marilyn attended a strategic planning session of “New Church Start”, sponsored by the Salem United Methodist Church. The meeting was to identify unmet needs in the community and Marilyn addressed health needs.

Mary has made presentations to all staff at the Juvenile Court, and we are starting to get a few referrals from them. She plans to present at Head Start, supervisors at United Way, the Council on Aging, Dayton Catholic Elementary School, and South Community Center. Catholic Social Services and Head Start have agreed to become portal agencies. We are waiting for administrative approval for Project Impact to become a portal. Discussions with the Emergency Food bank continue; it is felt that the volunteers who man the sites would not be the best choice to ask portal questions, yet these sites could yield many referrals. She plans to contact Greg Rozelle at the Health District to inform him and his division more fully about HealthLink. Bob Mullins suggested that at some point Mary contact Disaster Services at the Red Cross. Kate suggested that it may be useful to articulate characteristics of a portal agency and what portal agencies can expect: use of the form, training, and encouragement to buy into the data storage system.

It was also suggested that we need to find a way to collect and quantify some informal level data and stories. The presentation database on Access has ‘comment’ fields, this may be a way to collect the data.

- PR/ED—has completed a revised work plan, which was distributed. They are developing VIP lists and scheduling presentations with judges in Common Pleas, Juvenile Court, and Domestic Relations. It was noted that MDs appear to carry a lot of weight when presentations are done.
- Strategic Planning—continues to meet regularly. Have completed the SWOT analysis, which has been presented to this group. Have also completed a stakeholder analysis. Moving ahead with the formal strategic planning session for early June. We want to come out of this with a strategic plan for the uninsured. About 35 people have been invited, mostly Network members, but also some others, and would also like to have elected officials or their representatives. Dr. Arnold will personally contact Rhine McLin.

D. Issues for HealthLink Network Review/Approval

1. The Second Quarterly Report was completed and submitted. Copies were distributed to the Management Team.
2. The six month report deadline has been delayed, and guidelines still pending. Do not have the new due date yet.
3. No cost extension for current grant—still have received no specific guidance, but the second round grantees each got an automatic 90 day extension and we expect the same.

4. We are also still awaiting the guidelines for the next round of funding. Overlap with a no-cost extension: we would develop an extension plan, and then submit a proposal for what we would do with new funding after the extension period.
5. Budget review: we are somewhat underspent because we didn't start drawing on funds until October, and so far we have spent only \$20,000 of approximately \$300,000 budgeted for MIS.
6. HL server location and GDAHIN changes: as has been noted previously, the Kettering and Premier systems have decided that they will no longer support the HDN component of GDAHIN. We don't have a clear picture yet, but there will likely be some continuing interface with part of the GDAHIN system and will be working more directly with each hospital's internal system. Still negotiating about where the server will be housed—may be at WSU.
7. Next Advisory Council agenda: the next meeting is April 23rd, 3:30pm. This will be an interactive session, with laptops available for attendees to access AgencyLink. We will solicit input from attendees and assess their electronic capacities.

E. Issues for Discussion

1. RWJ State Profiles in Medicare—looking at what kinds of incentive programs work to increase enrollment in Medicare. A state has to be the applicant. (N.B. HCFA has changed its name to Centers for Medicaid & Medicare Services, abbreviated CMS).
2. RWJ Local Initiative Funding Partners—in this initiative, Robert Wood Johnson matches local foundation funding for new projects dollar for dollar.
3. HLMV as resource on CAP governance TA call. CAP is looking for collaboratives to serve as resources for their TA call on governance. Kate would like HLMV to be a resource; the management team agreed.
4. HLMV as presenter at directors meeting re: partnerships and MIS. Jack, Rudy, and Kate are planning to attend and will present on partnerships and MIS.

G. Work to be Completed/Action Steps

1. Follow up with Pfizer initiative – Rudy is still trying to connect with Sharon Sherlock re: this initiative to provide free medications.

2. Future Agendas and Schedules

NEXT MEETING DATE: **May 7th, 9:30 – 10:30 am.**

3. Adjournment

Meeting adjourned at 12:30 PM