



**HealthLink Miami Valley  
Management Team Meeting**

November 5, 2002

9:30 – 10:30 AM

Kettering Center

**MINUTES**

**1. Introductions**

Attending: Rudy Arnold, Kate Cauley, Kimberly Conner, Mary Crimmins, Jack Pascoe, Marilyn Rodney, Richard Schuster, and Allyson Sepp

**2. Review Meeting Roles**

Facilitator: Kate Cauley

Notetaker: Allyson Sepp

**3. Review Meeting Agenda**

**4. Work Through Agenda**

A. HL Network Agenda Item Review/Additions

B. Task Force Issues to be addressed by HL Network

1. General Issues

- Health Management Associates (HMA) preliminary meetings: Kate met with Jay Rosen and Susie Garcia in Columbus. It is unlikely that disproportionate share funds will be the best approach in Ohio, but HMA has a number of other options to suggest including a funding mechanism called upper payment limits which will involve local non-federal dollars used as match to include federal funds coming into the state.
- Meeting with Sue Daily and Vicki Pegg: Kate and Mary met with Sue and Vicki to formally introduce the HMA opportunity and to review plans for the second year of the project. Sue and Vicki indicated a willingness to proceed with HMA and another meeting with Jay Rosen has been scheduled for November 20 to review which local funds might be used as match, and to begin to explore what kind of administrative structure for eventual distribution of funds would work best for the County. Following this meeting, HMA will then work with the state to determine the appropriate funding mechanism. Following these steps we will pull together the HMA Task Force and begin the work locally to put together a non-profit corporation and advisory board to develop the program and administrative structure for increasing access to health care services for the uninsured. HMA expects the process to take through the end of the current grant year.
- Ohio Community Access Program (CAP) grantee meeting – October 30, 2002: several representatives from each of the Ohio CAP grants were in attendance. The attendance sheet was distributed and reviewed. It was decided at the meeting that Technical Assistance collaboration was needed. Kate informed the group that the Health Resources Services Administration has engaged an organization to provide consultation to CAP grantees on how to access third party

reimbursement. For more information, please refer to the website: [tpr@hrsa.gov](mailto:tpr@hrsa.gov). Marilyn briefly reviewed the Medicaid Administrative Claiming option that Access Columbus is investigating. Jack has arranged a meeting with Dr. Mark Redding of the Community Health Access Project. The Ohio CAP grantees will have another meeting early 2003 in Columbus. The Columbus Medical Association Foundation will sponsor this meeting. Mary informed the group that Network Services at the School of Medicine is set up to do web conferencing and telecasting.

- Year Two: Kate distributed and reviewed objectives on pages 7-9 of the continuation application. The first object is the Management Information System (MIS) component of the grant; it was noted that "enrollment" must be defined as the integrated electronic MIS is developed. Objective two is the outreach component of the grant. Objective three is the ongoing strategic plan, and objective four entails the expansion of the HealthLink Miami Valley (HLMV) Network.

## 2. Specific Issues...

- MIS:  
Information Technology (IT) and Health Insurance Portability and Accountability Act (HIPAA) Advisory Teams are in the process of being formed to assist local health and human services organizations with MIS issues.  
HLMV MIS Analyst and server: the job description for the MIS Analyst was distributed and reviewed by the group. Mary informed the group that the HealthLink website will not be housed on the new server.  
Family and Children First Council (FCFC) Executive Directors HIPAA presentation: Mary and Kate spoke to the FCFC executive directors group updating them on the MIS audit and HIPAA compliance issues.
- Outcomes/Evaluation: Jack distributed minutes from the 30<sup>th</sup> of October Meeting. Jack requested that Task Force leaders submit a list of their priorities for year two and completion timeline for each priority. Jack also provided a handout outlining a disease management program developed and used by Kaiser Permanente which we will consider for use here in Montgomery County. Carla Clasen is working on the IRB process in order for us to use the follow-up asthma questionnaire with community members who, after being contacted by the CHAs for assistance with Medicaid applications indicate a willingness to participate in further meetings. Children's Medical Center (CMC) emergency room (ER) data will be available in early 2003 to review emergent care utilization and assist in better triage and referral of ER patients, and the Outcomes/Evaluation Task Force will be working with CMC in this process. Jack briefly discussed the practice-based medicine research network which has begun and will be coordinating with similar efforts through the Alliance for Research in Community Health (ARCH).
- Outreach: Marilyn explained that the group was exploring plans to expand membership as well as giving current members an opportunity to continue their participation. Marilyn and Carla are working on submitting the demographic form and portal questionnaire

to Institutional Review Board (IRB) so we can complete aggregate reporting of the data.

Statistics Update: Kim presented the statistics for September and the first two weeks of October. HealthLink received approximately 825 referrals from portal agencies. To date, there are 23 portal agencies. Community Health Advocates (CHAs) received 44 additional phone referrals from non-portal sources. Twenty-four Healthy Start Healthy Families (HS/HF) applications were submitted and five were approved. CHAs referred individuals to medical resources approximately 213 times and to social service resources 102 times. Based on self report follow-up evaluation, about 11% of these individuals used the resources. She also noted that HealthLink is beginning to receive referrals directly from providers.

- Strategic Planning: Rudy passed out a draft of the Key Priority Action Plan. The group reviewed the plan and will take action at the next Network meeting on approval. The next step will be to put the details into the plan for implementation over the next five years.

C. Issues for HealthLink Network Review/Update

1. Update calendar Year Two
2. Update Work Plans Year Two
3. Academy of Health 20<sup>th</sup> Annual Research Meeting

D. Process Issues

**5. Future Agendas and Schedules**

NEXT MEETING: November 19, 2002, 10:30AM - 12:30PM

**6. Evaluation of the meeting**

**7. Adjournment**