



Meeting of the Planning Committee
 Wednesday March 7, 2012
 7:30-9:00 a.m.
 Quarters 2 Building, Beacon Hill Campus
 1200 12th Ave South, Seattle, WA

MEMBERS PRESENT		ALSO PRESENT		NOT PRESENT
Marc Provence	Linda Ruiz	Judy Tobin	Sallie Neillie, PANW ED, 8:06-8:35	Mike Heinisch
Dan Lessler		Christina Bernard, PA		Rosemary Aragon, ED

Chair Marc Provence called the meeting to order at 7:33 a.m. A quorum was present. There was no public comment.

Minutes

The Committee voted to approve the February 1, 2012, meeting minutes (Moved/2nd, Ruiz/Lessler, 3 of 3 in favor).

Lead Responsibilities

Committee Chair Marc Provence discussed the responsibilities of a program lead.

The Executive Director has previously been in touch with Committee members on the programs for which they would take or continue the lead role:

- Linda Ruiz – Project Access Northwest; Dental Pilot
- Dan Lessler – Navigator
- Judy Tobin – Grant making
- Mike Heinisch – Advocacy
- Marc Provence – Interpreter Services; Strategic Planning

The Committee briefly discussed the staff role in working with the Committee lead on program work. The Committee voted to accept the outline of lead responsibilities and the assignments, which have been accepted by the Committee members (Moved/2nd, Ruiz/Lessler, 3 of 3 in favor).

Strategic Planning consultant

The Committee Chair updated the Committee on the process to select a Strategic Planning consultant. He reported that interviews and reference checks have been conducted with three firms – Clegg & Associates, Lynn Hagerman Associates, and Social Market Strategies. He briefly summarized each of the finalists’ background, relevant experience, and proposed approach, as well as the feedback on each received through reference checks. Committee members discussed the information, as well as their own experience with some of the consultants.

Committee Chair Marc Provence noted that Lynn Hagerman had been interviewed only by phone, with an in-person discussion planned for March 8. He asked the Committee to make a tentative recommendation, pending the final interview. All Committee members present preferred Clegg & Associates, because of their experience with healthcare and with the



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PHPDA, as well as their proposed multiple-meeting approach and the feedback received in reference checks.

The Committee voted to express a preference for Clegg & Associates based on the information currently available. They authorized Committee Chair Marc Provence and Executive Director Rosemary Aragon to make a final recommendation to the Governing Council on which firm to contract with for Strategic Planning consulting, pending the final interview and any additional reference checks (Moved/2nd, Lessler/Ruiz, 3 of 3 in favor).

Grant Stewardship

Project Access Northwest 2011 Grant Report and Key Informant dialogue with PANW Executive Director

Sallie Neillie, Executive Director of Project Access Northwest (PANW), joined the meeting at 8:06. Committee member Linda Ruiz asked her to give highlights of the final PANW 2011 grant report and then to spend time discussing what she sees in the field over the next several years.

Sallie Neillie discussed the work of PANW in 2011. It was a year of significant growth for the organization— staff size increased, internal systems became more sophisticated, and the number of patient referrals processed increased significantly. She specifically discussed the relationship with PacMed and gave context to some of the referral statistics in the report. She also discussed PANW's work on development. A new, experienced Development Director was hired in 2011 and has worked to make their development efforts more strategic.

She then went on to discuss what she sees currently in the healthcare system in the area, and what she thinks is likely to happen in the coming years. She pointed out trends in health coverage in this economy, as well as several issues surrounding Medicaid, particularly with challenges that will come with healthcare reform. She also briefly discussed with Committee members the role(s) that PHPDA could play to address potential challenges.

Sallie Neillie left the meeting at 8:35. The Committee voted to accept the Project Access Northwest 2011 Grant Report and forward it to the Governing Council (Moved/2nd, Ruiz/Lessler, 3 of 3 in favor).

2011 CHC Education Grant Report

Committee Chair Marc Provence summarized the final report on the \$2,000 grant to the CHC Council to help with their "A Day Without a CHC" education campaign. Committee member Linda Ruiz reported that the videos that PHPDA helped to fund looked very professional and well-done. The Committee voted to accept the 2011 CHC Education Grant Report and forward it to the Governing Council (Moved/2nd, Lessler/Ruiz, 3 of 3 in favor).



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2011 Interpreter Services Program Report

The Finance & Program Analyst discussed the interpreter services program report. She summarized the 2012 budget for the program and the level of funding she predicted would be required for a full year. More information will be available regarding 2012 funding in May.

She went on to discuss the history of the PHPDA's Medicaid Administrative Match agreement with the state, and the subcontract with PacMed. She noted several changes to the contract over the last several years, as well as trends in PacMed's LEP patient population in the last year. She also summarized PHPDA's audits of PacMed's compliance with the contract, which the Finance & Audit Committee reviews annually.

Adjournment

The meeting adjourned at 8:55 a.m.

Minutes approved: _____
(date)