



Meeting of the Planning Committee
 Wednesday May 4, 2011
 7:30-9:00 a.m.
 Quarters 2 Building, Beacon Hill Campus
 1200 12th Ave South Seattle, WA

MEMBERS PRESENT		ALSO PRESENT
Wendy Watanabe	Tom Wood	Rosemary Aragon, ED
Dan Lessler	Linda Ruiz	Christina Bernard, PA
Marc Provence		Sallie Neillie, ED KCPA (8:20-8:55)

Chair Wendy Watanabe called the meeting to order at 7:34 a.m. A quorum was present. There was no public comment.

Minutes

The Committee voted to approve the April 6, 2011, meeting minutes, as amended (Moved/2nd, Lessler/Wood, 5 of 5 in favor).

Strategic Planning

Interpreter Services RFP-Criteria

The Chair and Executive Director led discussion on potential criteria to be used in an RFP for Interpreter Services, including level of need and number of patients served. The Committee discussed how they would choose between the applicants and the goals they had in providing funding in a timely manner.

The Committee then discussed the option of the PHPDA contracting with multiple organizations rather than choosing one through a competitive process. All invited organizations that meet the requirements in the DSHS-PHPDA contract would be eligible for funding and the dollar amount would be capped for each organization (with the total for all contracts limited to \$50,000 of PHPDA funds plus the related DSHS match). The contracts resulting from the process would cover July-December 2011. Committee members preferred contracting with multiple eligible safety net clinics, as opposed to choosing only one clinic or organization to receive funding. The six CHC Safety Net clinics (International Community Health Services (ICHS), NeighborCare Health, Healthpoint, Country Doctor, SeaMar, and the Seattle Indian Health Board) and Pacific Medical Centers will be invited to submit proposals.

The proposed timeline for the process is as follows:

- Mid May: Contracting requests issued
- Mid June: Responses regarding interest and qualification due
- Mid June: DSHS approval of additional subcontracting requested
- July: Contracting with new subcontractors approved by Planning Committee and Governing Council.

Dan Lessler will serve as the Planning Committee lead on this project



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Access to Care

Update with KCPA Executive Director

King County Project Access Executive Director Sallie Neillie joined the meeting to discuss KCPA's current work, as well as their successes and challenges. She reported that KCPA has experienced significant growth in the last year: number of patients served as well as the size of the organization. This growth has come with some challenges. She believes that KCPA may need an additional two case managers to handle their current referral volume. She also thinks that some infrastructure systems, such as the phone system, may not be adequate for the volume. In 2010 and continuing into 2011, KCPA has addressed governance issues. In 2011, both a development committee and a strategic planning committee have been created. She also noted that the dental case manager funded by a PHPDA grant started work on Monday May 2. Sallie Neillie left the meeting following this discussion

Quarter 1 Charity Care Report

PHPDA staff presented the Q1 2011 Charity Care report, which is submitted to the City and County. The Executive Director noted that with the end of the Interlocal Agreement on May 29, 2011, reports would no longer be required in this form. She is working on putting revised reporting in place with Seattle-King County Public Health that allows PHPDA to continue communicating with them on our programs and performance.

The Committee voted to recommend the Quarter 1, 2011, Charity Care report to the Governing Council for approval (Moved/2nd, Wood/Provence, 5 of 5 in favor).

Quarter 1 Children's' Navigator Grant Report

Marc Provence discussed the latest quarterly report from Seattle Children's on the Navigator pilot. He noted the highlighted program successes and the challenges with some interpreters. He also discussed the fact that the hospital board will be reviewing the program's future funding in the coming months. The Committee voted to accept the report (Moved/2nd, Ruiz/Lessler, 5 of 5 in favor).

Adjournment

The meeting adjourned at 9:06 a.m.

Minutes approved: _____
(date)