



Meeting of the Planning Committee

Wednesday June 1, 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 (from 7:35)	Rosemary Aragon, ED
Dan Lessler	Linda Ruiz	Christina Bernard, PA
Marc Provence		

Chair Wendy Watanabe called the meeting to order at 7:29 a.m. A quorum was present. There was no public comment.

Minutes

The Committee voted to approve the May 4, 2011, meeting minutes as amended (Moved/2nd, Provence/Lessler, 4 of 4 in favor).

Services to LEP patients

PacMed Interpreter Services Contract and Update re Medicaid Interpreter Services RFP

The Executive Director reported on discussions with DSHS regarding Interpreter Services subcontracting. She is working with DSHS to determine if and how PHPDA can subcontract with CHC Safety Net clinics under the PHPDA-DSHS Interlocal Agreement. Until further work is complete, PHPDA will continue to subcontract with PMC for Interpreter Services. However, as the Governing Council approved only \$50,000 of PHPDA funds for Interpreter Services for the second half of 2011, the PHPDA-PMC contract needs to be changed in order to include a dollar limit. Legal counsel recommends terminating the current contract and entering into a new contract with a clause regarding the funding limit. The proposed contract has a monthly limit of \$8,333 for the PHPDA match. The total payment to PMC will depend on the mix of children and adult Medicaid interpreter patients, as DSHS matches payment for these groups at different rates.

The Committee voted to recommend that the Executive Director terminate the current Interpreter Services subcontract with PMC as of the end of June and also recommended that the Governing Council approve Resolution 05-2011, entering into a new Interpreter Services contract with PMC beginning July 1, 2011, that includes a monthly dollar limit of \$8,333 on PHPDA match funding (Moved/2nd, Wood/Lessler, 5 of 5 in favor).

Strategic Planning-Fall 2011

Chair Wendy Watanabe led discussion on upcoming PHPDA strategic planning, tentatively scheduled for Fall 2011. She raised issues regarding planning for future grantmaking. The Committee also discussed the level of involvement they might want to seek from outside groups and stakeholders. They also noted that they would like to review the previous strategic planning in 2008, as well as the PHPDA charter and other key documents, to help determine the scope of the planning and possible future projects. Committee members started brainstorming potential key informants they may want to speak to during the strategic planning process.



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Skills and attributes of new Governing Council members for terms starting in 2012

Committee member Tom Wood is term limited and will be leaving the Governing Council at the end of 2011. A nominating committee was formed at the May Governing Council meeting to begin searching for a new Governing Council member.

The Committee discussed the attributes and expertise they might seek in this and other future Governing Council members and strategic advisors. They discussed the need for some grantmaking background and expertise, as well as the importance of finding someone with some healthcare background. Committee members will continue to think about possible candidates for both Governing Council membership and strategic advisors to the Planning Committee, and will forward ideas to the nominating Committee.

Adjournment

The meeting adjourned at 8:44 a.m.

Minutes approved: _____
(date)