



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

MEMBERS PRESENT		ON PHONE	ALSO PRESENT	
Wendy Watanabe	Marc Provence (from 7:37)	Linda Ruiz (until 8:04)	Rosemary Aragon, ED	Dawn Smart (8:05- 8:55)
Dan Lessler	Tom Wood (until 8:30)		Christina Bernard, PA	Jim Andrianos (8:05-8:55)

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

Minutes

The Committee voted to approve the September 6, 2011, meeting minutes (Moved/2nd, Wood/Lessler, 3 of 3 in favor).

The Committee voted to amend the agenda to begin discussion on the Children’s Navigator at 8:05 (Moved/2nd, Lessler/Wood, 3 of 3 in favor).

2012 Draft Operating Budget –programmatic expenditures

The Executive Director discussed the draft 2012 budget, focusing on the proposed programmatic expenditures. The Committee discussed aspects of 2012’s likely program spending, including a proposed alliance of health funders. Committee members agreed that they would like PHPDA to be involved in the group’s conversations. Committee members also agreed that Project Access Northwest and interpreter services are within PHPDA’s current strategic focus and should continue being funded.

The Committee voted to support the 2012 budget recommendations as presented (Moved/2nd, Wood/Lessler, 4 of 4 in favor).

Seattle Childrens Navigator Grant Final Report and Clegg & Associates Final Evaluation

Dawn Smart of Clegg and Associates and Jim Andrianos of Calculated Risk joined the meeting to discuss the final evaluation of the Children’s Navigator project.

Dawn Smart summarized many of the findings of the evaluation, focusing on outcomes that may help other organizations and institutions determine whether to provide similar services. While some findings weren’t statistically significant, often because of small sample size, many were and the outcomes were almost universally positive.

Jim Andrianos then presented the evaluation tool based on IOM’s six aims of patient care. He stated that the tool was very flexible and that it could be used either retrospectively (as it was in this evaluation) or prospectively for institutions considering navigator programs.



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The Committee then discussed how the findings could be useful to other groups, how the program might translate to other settings, and future work PHPDA can do in sharing this information.

Planning Committee Strategic Advisors

Chair Wendy Watanabe led discussion on future strategic advisors to the Planning Committee. Committee members and the Executive Director have identified two potential candidates to become advisors in early 2012. Committee members discussed whether they wanted to move forward with developing strategic advisors for the Committee, and whether they believed the two current candidates should move forward.

The Chair stated that she would update the Governing Council on the Committee's work and intentions at their next meeting and would continue to work with other Committee members and the Executive Director on developing the role and process for adding advisors. Action may be taken on the two proposed candidates in December.

Final 2011 Charity Care Report (Jan-May 2011)

The Committee reviewed the January through May 2011 Charity Care Report and voted to forward it to the Governing Council for approval (Moved/2nd, Lessler/Provence, 3 of 3 in favor).

Adjournment

The meeting adjourned at 9:07 a.m.

Minutes approved: _____
(date)