



# Community Care COLLABORATIVE

## **Board of Directors**

### **Meeting**

**Tuesday, January 27, 2015**

**1:00 p.m.**

**Central Health Administrative Offices**

**1111 E. Cesar Chavez St.**

**Austin, Texas 78702**

## **Meeting Minutes**

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### **I. Call to Order and Record of Attendance**

On Tuesday, January 27, 2015, a public meeting of the CCC Board of Directors was called to order at 1:04 p.m. in the Board Room at Central Health Administrative Offices located at 1111 E. Cesar Chavez St, Austin, Texas 78702. Chairperson Patricia A. Young Brown was absent, and Vice-Chairperson Greg Hartman served as the Chair for the meeting. The clerk for the meeting was Margo Gonzalez.

#### **Clerk's Notes:**

Secretary Gonzalez took record of attendance.

#### **Directors Present:**

Vice-Chairperson Greg Hartman, Christie Garbe, Larry Wallace, Willie Lopez (Proxy for Tim LaFrey), Sarah Cook (Proxy for Trish Young Brown), and David Evans (Non-Voting Advisory Board Member)

#### **Officers Present:**

John Stephens (Executive Director) and Margo Gonzalez (Secretary)

#### **Other Attendees Present:**

Randy Floyd (General Counsel)

### **II. Public Comments**

#### **Clerk's Notes:**

None.

### III. General Business

#### A. Consent Agenda

*All matters listed under the Consent Agenda will be considered by the Board of Directors to be routine and will be enacted by one motion. There will be no separate discussion of these items unless members of the Board request specific items to be moved from the Consent Agenda to the Regular Agenda for discussion prior to the time the Board of Directors votes on the motion to adopt the Consent Agenda.*

1. Approve minutes from the September 26, 2014 CCC Board of Directors meeting.

##### Clerk's Notes:

Director Garbe made a friendly amendment to agenda item number four of the September 26, 2014 CCC Board of Directors meeting. The minutes will be revised to include the following change:

Ms. Garbe announced that Sarah will represent Central Health and the CCC on the 1115 Waiver as a panelist for an America's Essential Hospitals Conference in Chicago, Illinois.

Director Lopez moved that the Board approve Consent Agenda item A(1) to include Director's Garbe friendly amendment. Director Garbe seconded the motion. The motion was passed on the following vote:

Director Greg Hartman (Vice-Chairperson)	For
Director Christie Garbe	For
Director Larry Wallace	For
Director Willie Lopez (Proxy)	For
Director Sarah Cook (Proxy)	For

#### B. Regular Agenda

1. Discuss and take appropriate action regarding Board meeting dates, times, and locations.

##### Clerk's Notes:

This agenda item was taken out of order.

John Stephens, CCC Executive Director, explained that the CCC Board of Directors has agreed to reduce board meetings from six meetings per year to four meetings per year. However, additional special meetings may be held whenever possible. Staff recommends that the Bylaws be amended to change the frequency of public meetings from six meetings per year to four meetings per year. The proposed meeting dates – April 7<sup>th</sup>; August 11<sup>th</sup>; and September 22<sup>nd</sup> of 2015 were presented to the Board for approval.

Vice-Chairperson Hartman clarified that the CCC Board may convene meetings whenever possible.

Director Cook moved that the Board direct staff to draft amendments to sections 2.5, 3.6, and 3.7 of the Bylaws to reflect the discussions of the Board regarding meeting dates, times, and locations as presented by staff. Director Wallace seconded the motion. The motion was passed on the following vote:

Director Greg Hartman (Vice-Chairperson)	For
Director Christie Garbe	For

Director Larry Wallace	For
Director Willie Lopez (Proxy)	For
Director Sarah Cook (Proxy)	For

2. Approve the reformation of the CCC Advisory Committee and the appointment of Kate Henderson and Willie Lopez as the sole Seton members of the Advisory Committee and Jeff Knodel and Sarah Cook as the sole Central Health members of the Advisory Committee.

Clerk's Notes:

Mr. Stephens explained the proposed Advisory Committee structure for the upcoming year. The Bylaws state that the Advisory Committee shall be composed of an equal number of Central Health designees and Seton designees and that each organization should appoint one-half of the individuals who will serve on the Advisory Committee. The current Advisory Committee is comprised of 10 members, but staff recommends shrinking that number to 4 members: two members from Central Health and Seton. The Advisory Committee may, on an ad hoc basis, advise or coordinate with CCC staff to carry out specific activities that support their scope of work.

David Evans requested that the CCC include Austin Travis County Integral Care in workgroup meetings.

Director Wallace moved that the Central Health appointees appoint Jeff Knodel and Sarah Cook as the sole Central Health members of the Advisory Committee pursuant to Section 7.2 of the Community Care Collaborative Bylaws. Director Garbe seconded the motion. The motion passed on the following vote from the Central Health appointees:

Director Greg Hartman (Vice-Chairperson)	Abstain
Director Christie Garbe	For
Director Larry Wallace	For
Director Willie Lopez (Proxy)	Abstain
Director Sarah Cook (Proxy)	For

Vice-Chairperson Hartman moved that the Seton appointees appoint Kate Henderson and Willie Lopez as the sole Seton members of the Advisory Committee pursuant to Section 7.2 of the Community Care Collaborative Bylaws. Director Cook seconded the motion. The motion passed on the following vote from the Seton appointees:

Director Greg Hartman (Vice-Chairperson)	For
Director Christie Garbe	Abstain
Director Larry Wallace	Abstain
Director Willie Lopez (Proxy)	For
Director Sarah Cook (Proxy)	Abstain

3. Discuss and take appropriate action on the Community Care Collaborative's Strategic Plan to include Guiding Principles.

Clerk's Notes:

Ms. Garbe explained the purpose for the CCC's Guiding Principles. The Guiding Principles support the work of the Strategic Plan and the Integrated Delivery System (IDS) Resolution, which is a plan for coordination and substantial evaluation of the MAP, Sliding Fee Scale (SFS), and Charity Care Programs and the development of a new benefits program for the CCC's Covered Population. A subgroup met to discuss and revise the Guiding Principles that will help determine how the CCC will conduct business and provide direction in decision-making.

Dr. Hernandez requested that the Foundational Elements and Goal Statements be deleted from the first page of the Strategic Plan as they are included elsewhere in the Plan.

Mr. Evans suggested that the board consider a revision that includes the use of the word "wellness" in a way that addresses social determinants of health aligning it with what's contained in the CCC's Mission.

The Board agreed with the suggested revisions that were presented and concluded that these revisions be made to the following principle:

***"Collaborative: We pledge to improve the health and wellness of the people we serve through our Partnership."***

4. Discuss and take appropriate action on the additional funding for the agreement between the Community Care Collaborative and Seton Family of Hospitals for Urology Services at the Paul Bass Clinic using Central Health Fiscal Year 2015 service expansion funds in an amount not to exceed \$289,552 and direct the Executive Director to execute a final agreement.

Clerk's Notes:

This agenda item was not discussed.

5. Receive and take appropriate action on a presentation of the Community Care Collaborative Fiscal year 2014 financial audit.

Clerk's Notes:

This agenda item was taken out of order.

Jeff Knodel, Central Health Chief Information Officer, introduced Ashelee Martin, Audit Associate, and Dena Jansen, Audit Partner, of Maxwell Locke and Ritter LLP. He shared that Maxwell Locke and Ritter LLP went through a Request For Proposal process and Maxwell Locke and Ritter LLP rated the highest over four respondents. He also acknowledged Anne Kennedy, Central Health Controller, for her contribution to making the audit a success. He requested that the Board consider the approval of the audit report.

Ms. Martin and Ms. Jansen provided an overview of the Audit Report and the Statement of Financial Position and Activities. They further explained that the CCC received a "clean" opinion which is the best opinion that an organization can receive. Additionally, there were no new accounting policies and the application of existing policies were not changed during fiscal year 2014; there were no difficulties encountered in performing and completing the audit; no misstatements were detected as a result of the audit procedures; and there were no disagreements with management that arose during the course of the audit. Maxwell Locke and Ritter LLP did not identify any deficiencies in internal controls that they consider material weaknesses.

Vice-Chairperson Hartman commended Jeff and the Finance Staff for their contribution to a successful audit.

Director Garbe moved that the Board approve the Financial Statements as of and for the year ended September 30, 2014 and the Independent Auditors' Report as presented by Maxwell Locke and Ritter LLP. Director Lopez seconded the motion. The motion was approved on the following vote:

Director Greg Hartman (Vice-Chairperson)

For

Director Christie Garbe  
Director Larry Wallace  
Director Willie Lopez (Proxy)  
Director Sarah Cook (Proxy)

For  
For  
For  
For

6. Receive a Community Care Collaborative Delivery System Reform Incentive Payment (DSRIP) Projects update.

Clerk's Notes:

This agenda item was taken out of order and no action was taken.

Sarah Cook, Central Health Medicaid Waiver Director, and Margarita Arroyo, CCC Program Manager for DSRIP Projects, highlighted the Mobile Health Teams, a DSRIP Project that offers accessible health care to underserved areas and populations. Ms. Arroyo reported on the Demonstration Year (DY) 3 outcomes, challenges, lessons learned, and key milestones for DY3 through 5. CommUnityCare faced challenges in hiring mobile providers and registered nurses (RNs), which delayed their ability to start on time. In DYs 4 and 5, there are plans for new locations for primary care services and health screenings; a new street medicine site location which includes a collaborative plan with Austin Travis County Emergency Medical Services Department (ATCEMS) and Austin Travis County Integral Care (ATCIC); and quality improvements to Category 3 Measures. The CCC will evaluate how to control high blood pressure in diabetics in MAP patients 18 to 64 years of age with type 1 or 2 diabetes whose recent blood pressure reading is at or below 140 (systolic)/90 (diastolic) millimeters of mercury (mm Hg) which is stage 1 hypertension. Ms. Arroyo provided a list and a schedule of mobile health team sites for DY4.

Ms. Cook reported the Quantifiable Patient Impact (QPI) of other CCC DY4 DSRIP Projects, including infrastructure projects for Patient Centered Medical Homes (PCMH), Chronic Care Management Model, and Disease Management Registry; expanding access to care projects in primary care, dental, gastroenterology, pulmonology, mobile health, telepsychiatry in Community Health Clinics (CHCs), and integrated behavioral health (IBH) for diabetics; sexual and prenatal health projects such as pregnancy planning, Sexually Transmitted Infections (STI) Testing and Treatment, and Centering Pregnancy; and finally, patient navigation at Community Health Paramedics and system-wide. She also reported that the CCC initiate a systematic process for patients who visited the emergency department within 72 hours to determine if they have a primary care provider. This effort supports a DY4 Goal to reduce emergency department visits.

Dr. Mark Hernandez added that the CCC's goal is to establish a system that will connect patients to primary care providers to reduce inappropriate emergency department use. The CCC will contact patients who received emergency services to determine if they have a PCP and assist them in scheduling an appointment.

No action was taken.

7. Receive a presentation on CCC Financial Statements as of December 31, 2014.

Clerk's Notes:

Mr. Knodel presented the CCC Financial Statements for the first quarter of the fiscal year (October 1, 2014 through December 31, 2014), including the balance sheet, sources and uses report – budget versus actual, the healthcare delivery costs, and select healthcare delivery provider expenditures.

8. Receive and report on the current number of Unique MAP Enrollees.

Clerk's Notes:

This agenda item was taken out of order and no action was taken.

Dr. Hernandez reported the current number of unique MAP enrollees for December 2014 which was 24,159. This number reflects a decline of five percent from last year.

**IV. Closed Session**

Clerk's Notes:

No closed session discussion.

**V. Closing**

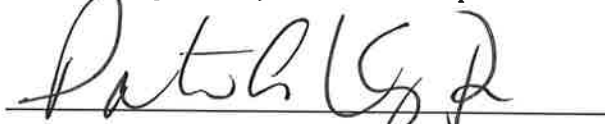
Clerk's Notes:

Vice-Chairperson Hartman announced that the next regular meeting of the CCC Board meeting is scheduled to be held Tuesday, April 7, 2015, at 2:00 PM, in the Board Room, at Central Health's Administrative Office at 1111 East Cesar Chavez Street, Austin, Texas 78702.

There being no further discussion or agenda items, Director Wallace moved that the meeting adjourn. Director Garbe seconded the motion.

Director Greg Hartman (Vice-Chairperson)	For
Director Christie Garbe	For
Director Larry Wallace	For
Director Willie Lopez (Proxy)	For
Director Sarah Cook (Proxy)	For

The meeting was adjourned at 2:35 p.m.



Patricia A. Young Brown, Chairperson  
Community Care Collaborative Board of Directors

ATTESTED TO BY:



Margo Gonzalez, Secretary to the Board  
Community Care Collaborative