

**COMMUNITY HEALTH ASSOCIATION OF MOUNTAIN/PLAINS STATES (CHAMPS)
EXECUTIVE COMMITTEE CONFERENCE CALL MINUTES
TUESDAY, JUNE 30, 2009**

MEMBERS PRESENT

Kate McIvor, President
Jerry Brasher, Treasurer
Gina Flanagan, Secretary
John Mengenhause, Vice President
Jim Guyer, MD, MPCN Representative
Aaron Garman, MD, ND Representative

STAFF PRESENT

Julie Hulstein
Will Cheshire
Shannon Kolman

MEMBERS ABSENT

Cathy Keene, WY Representative
Pam Locken, Immediate Past President

GUEST PRESENT

Tiffany Kolander, Taylor, Roth & Company, PLLC

CALL TO ORDER

President Kate McIvor called the meeting to order at 10:00 a.m. MT.

CHAMPS SECRETARY'S REPORT

It was determined that a quorum was present. The minutes from the CHAMPS Executive Committee meeting on March 25, 2009 (contained in the meeting packet) were reviewed. Jerry Brasher moved to accept the minutes. John Mengenhause seconded the motion, which passed unanimously.

CHAMPS TREASURER'S REPORT

Treasurer Jerry Brasher reviewed the financial reports for March 2009 (contained in the meeting packet). Aaron Garman moved to accept the financial reports. John Mengenhause seconded the motion, which passed unanimously. Mr. Brasher also reviewed CHAMPS' draft budget for April 2009-March 2010 (FY 10). He noted that a \$16,000 deficit was predicted, but will hopefully be avoided if possible. John Mengenhause moved to accept the FY 10 budget. Aaron Garman seconded the motion, which passed unanimously.

Tiffany Kolander, CPA of Taylor, Roth & Company, PLLC presented CHAMPS' financial statements for the year ended March 31, 2009 together with independent auditors' report (contained in the meeting packet). Jerry Brasher moved to accept the audited financial statements. Aaron Garman seconded the motion, which passed unanimously. Julie thanked CHAMPS accounting staff for their tremendous work.

CHAMPS STAFF REPORT

Included in the meeting packet was CHAMPS' June 2009 Corporate Compliance update. The goals of CHAMPS' Corporate Compliance program are to develop and implement a monitoring system designed to ensure that CHAMPS is in compliance with relevant state and federal laws; and, identify and correct compliance issues on an ongoing basis. Jerry Brasher moved to accept the CHAMPS' Corporate Compliance report. John Mengenhause seconded the motion, which passed unanimously. Also included in the meeting packet was a list of CHAMPS members and nonmembers. The 2009-2010 CHAMPS membership year began April 1st; as of June 22, 2009, all Region VIII SPCAs are CHAMPS members and 39 Region VIII CHCs are CHAMPS members (19 Region VIII CHCs have not joined). Also included were the Spring Quarterly Newsletter and a list of upcoming regional and national meetings. The next meeting of the CHAMPS Executive Committee would normally take place in conjunction with the NACHC CHI in August; since only two Executive Committee members will be in Chicago for the CHI, the CHAMPS Executive Committee will instead meet via conference call in late August/early September.

CHAMPS received their Notice of Grant Award (NGA) for a three-year project period commencing April 1, 2009. This year all PCAs received supplemental funding to assist CHCs with ARRA. CHAMPS received \$50,000 and asked Executive Committee members to provide suggestions for use of these

funds. CHAMPS Annual Conference planning is underway; the NWRPCA/CHAMPS Fall Primary Care Conference will be held in Seattle, WA October 24-28, 2009.

Included in the meeting packet was information on CHAMPS' Lending Library and CHAMPS products available for purchase as well as CHAMPS online archived webcasts. Also included were results of the CHAMPS salary survey evaluation which indicated that the salary survey is a very useful tool. Follow-up survey results from the June 10th CHAMPS teleconference "The Culture of Customer Service" were contained in the meeting packet (there were over 225 verified participants); the majority of attendees rated it an 8 (out of 10) or higher and said the teleconference provided practical tools they can use while working. The follow-up webcast "Customer Service: The Art of Caring" will be held on July 22nd. A report outlining CHAMPS' website usage was in the meeting packet; the most popular webpages for last FY were the JOB Bank and CHC Board Resources, the most downloaded documents were patient education tools and board documents. Also included in the meeting packet was CHAMPS' close-out report for the project period 4/1/06-3/31/09; this was submitted to CHAMPS' BPHC Project Officer earlier this month. CHAMPS will create a new Region VIII CHC directory this year, which will hopefully be completed by the end of October.

Shannon Kolman gave the Mountain/Plains Clinical Network (MPCN) report. Included in the meeting packet was a list of MPCN Steering Committee members; there are currently vacancies in ND, SD and WY. The pre- and post-test results as well as the evaluation results for the April 15th CHAMPS webcast "Lifestyle Modification for Prevention and Management of Diabetes Mellitus" were included in the packet. There were 68 participants and all of them rated the webcast a 7 or higher (on a scale of 1 to 10). Also included were follow-up survey results from CHAMPS' October 2008 SBIRT webcast series. The majority of the responders indicated the information provided in the webcast has influenced the way they deal with their substance-using patients. CHAMPS recently updated the quality section of the website which highlights quality improvement tools and resources. The MPCN 2009 work plan was included in the packet; the Mountain/Plains Clinical Network is considering holding a strategic planning session in October at the annual conference.

HEALTH RESOURCES & SERVICES ADMINISTRATION (HRSA) REPORT

The spring newsletter of the Denver Regional Office of the Centers for Medicare & Medicaid Services (CMS) was included in the packet. Regan Crump is now the Director of the HRSA Office of Performance Review (OPR) replacing Steve Smith who is at HHS working on ARRA. Kimberly Range is the BPHC West Central Branch Chief replacing Judy Rogers.

NATIONAL ASSOCIATION OF COMMUNITY HEALTH CENTERS BOARD MEMBERS' REPORT

Included in the meeting packet was the June NACHC Programs and Policy Update as well as the June 22 NACHC Washington Update. The NACHC Board of Directors met last week in Denver; NACHC is watching healthcare reform very carefully and is also focusing on workforce development.

PRESIDENT'S REPORT

CHAMPS Talking Points and 2008 strategic plan were included in the packet. The goals of CHAMPS' strategic plan are to: increase training topics and frequency and availability of trainings; be the recognized leader in education, support, networking and resources; and increase and strengthen partnerships and networking. Several of the objectives of CHAMPS' strategic plan will require additional financial and staff resources. One of the objectives is the creation of an updated website; CHAMPS is working with a local website designer to update the CHAMPS' website per the strategic plan (using Technical Assistance [TA] days from HRSA). CHAMPS Executive Committee will have a strategic planning meeting on Saturday, October 24th in conjunction with the Annual Conference; Kathryn Oakes will facilitate. Preliminary questions were shared with the Executive Committee and it was determined that all Region VIII CHC and PCA Executive, Medical and Dental Directors will be included in the strategic planning survey.

REGION VIII STATE PRIMARY CARE ASSOCIATION REPORTS

Association for Utah Community Health – A page from AUCH's website was included in the packet.

Colorado Community Health Network – CCHN's May newsletter was included in the packet.

Community HealthCare Association of the Dakotas – CHAD's March newsletter was included in the packet.

Montana Primary Care Association – A page from MT PCA's website was included in the packet.

Wyoming Primary Care Association – An email from WY PCA regarding their July webinar re: communication the value of health centers was included in the packet.

ADJOURNMENT

Jerry Brasher moved to adjourn the meeting. Jim Guyer seconded the motion, which passed unanimously. The Executive Committee conference call adjourned at 11:00 a.m. MT.

Respectfully submitted,
Secretary Gina Flanagan