

**COMMUNITY HEALTH ASSOCIATION OF MOUNTAIN/PLAINS STATES (CHAMPS)  
EXECUTIVE COMMITTEE MEETING MINUTES  
DENVER, CO / SATURDAY, OCTOBER 23, 2010**

**MEMBERS PRESENT**

Kate McIvor, President (via proxy)  
Jerry Brasher, Treasurer  
John Mengenhausen, Vice President  
Pam Locken, Immediate Past President (via proxy)  
Dawn Berg, ND Representative  
Keith Horwood, MD, MPCN Representative

**STAFF PRESENT**

Julie Hulstein  
Shannon Kolman  
Andrea Martin

**MEMBERS ABSENT**

Donna Singer, UT Representative  
Cathy Keene, Secretary

**CALL TO ORDER**

The meeting was called to order at 6:10 p.m. MT.

**CHAMPS SECRETARY'S REPORT**

It was determined that a quorum was present. The minutes from the CHAMPS Executive Committee conference call on August 26, 2010 (contained in the meeting packet) were reviewed. Jerry Brasher moved to accept the minutes. Keith Horwood seconded the motion, which passed unanimously.

**CHAMPS TREASURER'S REPORT**

Treasurer Jerry Brasher reviewed the financial reports for July and August 2010 (contained in the meeting packet). Keith Horwood moved to accept the financial reports. Dawn Berg seconded the motion, which passed unanimously.

Mr. Brasher also reviewed CHAMPS' revised budget for April 2010-March 2011 (FY 11). He noted that per the August Executive Committee conference call recommendation, scholarships have been added to the expenses and non-federal reserves will be used to cover the estimated deficit. Dawn Berg moved to accept the revised FY 11 budget. Keith Horwood seconded the motion, which passed unanimously.

**CHAMPS STAFF REPORT**

Included in the meeting packet was CHAMPS' October 2010 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. Keith Horwood seconded the motion, which passed unanimously.

Also included in the meeting packet was a list of CHAMPS members and nonmembers; as of today, all Region VIII SPCAs are CHAMPS members and 50 Region VIII CHCs are CHAMPS members (eight Region VIII CHCs have not yet joined). Therefore, 87% of PCA and CHC grantees are CHAMPS members (the same percentage as last year).

Included in the packet was a list of meetings to be held in conjunction with the annual conference including the CHAMPS Executive Committee and CHAMPS Board of Directors meetings. The CHAMPS Board meeting on Sunday evening will take place at the Westin; HRSA/BPHC and NACHC staff will be invited to give updates. CHAMPS leadership will also meet with Region VIII CMS staff and Chris McKinnon from the Western Governors' Association (WGA) during the conference as well as with leadership from Region X/NWRPCA. Included in the meeting packets were the list of CHAMPS awardees; Executive Committee members will present the awards during the Board meeting Sunday evening.

The CHAMPS Fall 2010 Conference Newsletter was included in the packet as was the 2010 Fall Conference Scholarship Request Form and a list of upcoming state/regional/national conferences/meetings.

CHAMPS is partnering with the Northwest Regional Primary Care Association (NWRPCA) and the University of Washington Family Medicine Residency Network on the Education Health Center Initiative (EHCI). The Education Health Center Initiative has produced a foundation of qualitative and quantitative evaluation of residency training in health centers, forged a coalition of health center and residency representatives throughout a ten-state region (Region 18), and taken preliminary steps toward creating a model for training primary care physicians in the health care safety net. EHCI has demonstrated that training family physicians in health centers helps meet the health workforce needs of the underserved by enhancing the recruitment of family physicians to such centers. Project research has also shown that physicians who are trained in health centers are twice as likely to work in underserved settings and four times more likely to work in health centers after completing their residency. However, qualitative assessments reveal that the affiliation between health centers and primary care residency programs is hindered by financial, administrative and governance barriers, evidenced by the University of Washington Department of Family Medicine's national survey of all Family Medicine Residencies in the US which demonstrated that only 9% of residents are trained in federally-qualified health centers. This spring all CHCs in Region 18 were invited to participate in an EHCI survey, as were family medicine residency programs in the five state WWAMI region. Based on the survey results, EHCI will continue building and refining our "tool kit" for assisting CHCs and FMRs, improve and expand the EHCI website ([www.educationhealthcenter.org](http://www.educationhealthcenter.org)), and hold a training in conjunction with the annual conference (the two-day "Becoming a Teaching Health Center" training started today and ends tomorrow - Lil Anderson, Kevin Murray, Mike Maples, Freddy Chen, Scott Early, Jacki Leifer and others are presenting) where the draft tool kit will be shared for review and comment.

Northwest Regional Primary Care Association in conjunction with CHAMPS and CHLI alumni has revised and improved its Northwest Community Health Leadership Institute (CHLI) for 2011 which is open to both Regions VIII and X. The 2008 CHLI provided opportunities for current and future CHC leaders to collaborate and build the knowledge and skills needed for effective leadership and management of CHCs in Region 18. It was a graduate-level certificate program through the University of Washington offering 13 University credits. The six-month program combined classroom experience (three on-site intensives) with distance learning. The cost was approximately \$3800 per student plus materials fees, UW student fees, and travel. Included in the meeting packet was a Questions and Answers document for the 2011 UW Certificate Program in Community Health Leadership. It is a six-month program with nine days of classroom experience (three three-day meetings in Seattle). Applications are due December 1<sup>st</sup> and the tuition and fees are \$3,900; the class size will be limited to 30 students.

CHAMPS is also partnering with NWRPCA to offer "Core Competency Training for First-Time Community Health Managers and Supervisors" in March 2011. This three-day class is limited to 25 students and will take place in Seattle, WA. Students who attend this training can expect to: learn to develop a relationship with their boss, assign work to former peers, implement key HR policies, develop interactive skills for productive communication through the seven leadership imperatives, learn to be an inspirational catalyst, discover the role of trust in business, learn to diagnose conflict and resolve it, and create a risk-tolerant atmosphere based on trust and creativity; the tuition is \$800. Dawn Berg moved to offer \$400 scholarship for any staff member from a CHAMPS organizational member who attends the 2011 Core Competency training. Keith Horwood seconded the motion, which passed unanimously.

All PCAs learned earlier this week that they will receive supplemental funding to assist CHCs with implementing the Affordable Care Act (ACA); CHAMPS qualifies to receive \$75,000 for the remaining six months of this fiscal year (and potentially \$150,000 in the new fiscal year beginning April 1, 2011). CHAMPS proposes to use this supplemental funding as follows based on the key areas outlined by

BPHC. Community Development: explore possibility of offering a track for potential FQHC applicants at the Fall 2011 conference, create an online clearinghouse of useful data sources. Expansion Planning: host webcast focused on process of developing a primary care expansion plan. Meaningful Use Adoption: update the current CHAMPS HIT resources webpage, explore possibility of partnering with CCMCN to offer meaningful use trainings. Patient-Centered Medical/Health Home Development: offer opportunity for Region VIII CHCs to share best practices by creating a listserv and offering additional trainings as necessary, explore possibility of offering a PCMH webcast in collaboration with the Wyoming PCA. Workforce Recruitment and Retention: develop a supplement to the 2010 CHAMPS Region VIII CHC Salary Survey Report comparing selected Region VIII data to Region X data, convene a conference call to provide an overview of the Salary Survey Report, explore possibility of developing a Region VIII CHC data warehouse of selected HR metrics, offer Core Competency Training for First-Time CHC Managers and Supervisors and provide partial scholarships, augment and improve CHAMPS' website resources for CHC Board members and staff, exhibit at the Association of Family Practice Physician Assistants National Conference, develop promotional materials.

CHAMPS staff presented CHAMPS Executive Committee members with gifts in honor and appreciation of their service. CHAMPS Executive Committee members do amazing work, provide wisdom and knowledge, and are truly generous – and for that, CHAMPS staff is sincerely grateful.

Andrea Martin gave the Workforce Development and Member Services update. Included in the meeting packet was the CHAMPS website usage tracking spreadsheet for the last twelve months; CHAMPS' website had 36,255 unique visitors between October 2009 and September 2010. The 2010 Region VIII Health Center Salary, Benefits, Turnover and Vacancy Survey Report has been finalized and mailed to all CHAMPS members and is available on the CHAMPS website. A list of CHAMPS Archived Distance Learning Events was included in the packet as was the current list of CHAMPS products available for purchase and the CHAMPS lending library resources list and order form. In the past year 217 positions were advertised on the CHAMPS Job Opportunities Bank representing 45 Region VIII CHCs. CHAMPS is partnering with all Region VIII State PCAs to offer a four-part webcast series on "Managing Change: Empowering CHCs to Succeed" (flyer included in packet). The first webcast was geared for board members and was held in conjunction with the CHAD Annual Conference on May 6th (Considerations for Governance in Managing Change). The second webcast was held in August and over 70 people from nine states participated; it was entitled "Change as a Process". The third webcast was held October 6<sup>th</sup> (Roles within the Change Process) and the final webcast will be held on December 1<sup>st</sup> (Resistance to Change); all will be available via archive and on CD-ROM as well.

Shannon Kolman gave the Mountain/Plains Clinical Network (MPCN) update. Included in the meeting packet was a list of MPCN Steering Committee members (there are currently vacancies in MT, ND, SD and WY) as well as a recruitment flyer for MPCN Steering Committee membership. In response to MPCN's strategic plan (included in the packet), Shannon researched the possibility of group purchasing discounts for CHAMPS members of Epocrates, PEPID and Up To Date. In October, CHAMPS surveyed Region VIII CHCs to ascertain their interest in purchasing these technological tools; the results of the survey were included in the meeting packet as well as recommendations. Fourteen individuals responded to the survey representing 13 CHCs; UpToDate and Epocrates were the most popular (there was very limited demand for Pepid). Shannon made the following recommendations for each. For UpToDate: offer to CHAMPS member CHCs for \$395 plus \$15 processing fee (savings of \$100 per subscription) and request commitments from CHCs for the number and dates of subscriptions to be purchased. As long as 31 commitments are received, CHAMPS will proceed with the group purchase and UpToDate will invoice the CHCs directly. For Epocrates: request written commitments from CHCs stating the exact number of licenses they wish to purchase since CHAMPS will be required to pay for the licenses up front. If CHAMPS receives commitments for at least 51 Epocrates subscriptions it will move forward with the group purchasing program. The retail price for Epocrates Essential is \$159 per individual subscription; Epocrates will offer CHAMPS member a 25% discount if at least 51 subscriptions are purchased, a 30% discount for at least 100 subscriptions, and a 40% discount for

151+ subscriptions. Keith Horwood moved to accept the recommendations as presented and offer the technological tools group purchasing program discounts to CHAMPS organizational member CHCs. Dawn Berg seconded the motion, which passed unanimously. In partnership with Colorado Community Health Network (CCHN) and Colorado Children's Immunization Coalition (CCIC), CHAMPS hosted the "Fall 2010 Immunization Update: HPV, Pertussis, Influenza/H1N1 and More" live teleconference on August 3<sup>rd</sup>. Nearly 230 individuals participated and the evaluation results (included in the meeting packet) indicated a high level of satisfaction. The clinical track at the 2010 annual conference includes a diverse array of topics and sessions and travel support will once again be offered to clinicians in CHAMPS organizational member CHCs (travel reimbursement form was included in the packet).

#### **HEALTH RESOURCES & SERVICES ADMINISTRATION (HRSA) REPORT**

The HRSA Bureau of Primary Health Care (BPHC) is reorganizing; included in the packet were slides outlining the proposed new structure. Regions V, VIII and X will be a part of the North Central Division which will be led by Margaret Davis (Margaret is attending the CHAMPS conference). The North Central Division includes 290 CHC grantees, 15 PCAs, 17 FQHC look-alikes, and 17 Health Center Controlled Networks (HCCN). The North Central Division will be divided into five branches – the Northern Mid-West Branch will include MN, MT, ND, SD, WI and WY. The West Central Branch will include CO, ID, OR and UT. Earlier this month HRSA announced Capital Development grants under the Affordable Care Act totaling over \$727 million. The grantees in Region VIII which received these grants are Valley-Wide, Metro Community Provider Network, Clinica Campesina, Midtown CHC, and CHC of Central Wyoming for a grand total of over \$34 million.

#### **NATIONAL ASSOCIATION OF COMMUNITY HEALTH CENTERS BOARD MEMBERS' REPORT**

The NACHC Washington Update for the weeks of 10/12 and 10/19 were included in the packet. The next meetings of the NACHC Executive Committee and Board of Directors will take place in St. Louis, MO next month in conjunction with the annual NACHC PCA conference.

#### **PRESIDENT'S REPORT**

CHAMPS Talking Points and 2010 strategic plan were included in the packet. The election of CHAMPS officers/Executive Committee will occur at the CHAMPS Board meeting tomorrow evening; to that end, the CHAMPS Nominating Committee met earlier this month via conference call to chose a slate of nominees to recommend to the Executive Committee (the minutes were included in the meeting packet). The CHAMPS Nominating Committee unanimously recommends the following slate for the 2010-2012 CHAMPS Executive Committee: President – Kate McIvor (Executive Director of Cooperative Health Center in Helena, MT), Vice President – John Mengenhausen (CEO of Horizon Health Care in Howard, SD), Immediate Past President – Pam Locken (CEO of Prairie Community Health in Isabel, SD), Treasurer – Jerry Brasher (Executive Director of Salud Family Health Centers in Fort Lupton, CO), Secretary – Dawn Berg (CEO of Coal Country CHC in Beulah, ND), UT Representative – Donna Singer (CEO of Utah Navajo Health Systems, Inc. in Montezuma Creek, UT), WY Representative – Dan Reiner (CEO of CHC of Central Wyoming in Casper, WY), Clinical Representative – Chair of Mountain/Plains Clinical Network (MPCN) Steering Committee (Currently Keith Horwood, MD [Medical Director of Community Health Centers, Inc. in Salt Lake City, UT]). There was consensus that the CHAMPS Executive Committee supports this slate. Included in the meeting packet was a letter of resignation from Cathy Keene, CEO of Wind River Health Systems, Inc. in Riverton, WY. Cathy is leaving her CHC effective October 26, 2010 and said she "really enjoyed participating in the CHAMPS activities and the opportunities CHAMPS has provided." Cathy will be missed.

#### **REGION VIII STATE PRIMARY CARE ASSOCIATION REPORTS**

There were print outs from Region VIII SPCA websites contained in the meeting packet.

#### **ADJOURNMENT**

The Executive Committee meeting adjourned at 7:45 p.m. MT.  
Respectfully submitted, Secretary Dawn Berg