

Minutes
Communities Connect Membership Meeting
Friday, July 10, 2009
10:00am – 11:00 a.m.

Participants: Holly Greenwood, Dan Ruben & Kristen West, CHOICE; Kerri Lenderman, Sue Sharpe & Jackie Saul, Whatcom Alliance for Healthcare Access; Marilyn Andrews, Molina; Lisa Podell, Kids Get Care; Sallie Neillie, King County Project Access

Meeting Objectives

- Vote to adopt revised Mission/Vision Statement and Policies
- Update on Legislative Issues
- Discuss 2010 Legislative Strategy

Minutes

Topic
(Desired Outcome)

Introductions and Agenda Review

Administrative Issues

- Vote to adopt revised Mission/Vision statement and Communities Connect Policies

Holly reminded the group that the Executive Committee has been meeting to develop a work plan for Communities Connect and to update organizational information, including drafting a Mission & Vision Statement (Communities Connect did not have one previously) and revising the Policies and Procedures.

Mission and Vision statement

Holly noted the Executive Committee wanted to keep the Mission and Vision statement simple, while highlighting the strengths of the organization. The group discussed what is meant by the phrase "100% access," which was taken from the Mission statement of Communities Joined in Action, the national community collaborative organization of which Communities Connect is a member. It simply means that everyone has access to coverage.

The new Mission and Vision statement (attached below) was approved unanimously as written.

Policies and Procedures

The revised Policies and Procedures have been changed as follows: membership levels have been redefined, Gold and Silver sponsorship levels have been added, descriptions of officer positions and the definition of a quorum were updated, and the administrative home was updated to WAHA rather than CHOICE. The member levels were updated in order to have a system in place that is fair to members and is based on a member organization's budget, similar to CJA. Kerri recommended changing the wording so that the Gold sponsorship is \$5,000 or more and the Silver is less than \$5,000. It was also noted that programs of larger organizations, such as the Children's Health Initiative of the King Co. Health Department would join as the program, not the larger organization.

The revised Policies and Procedures (attached below) were unanimously approved with the changes to Gold and Silver sponsorships as indicated above.

Legislative Issues/Updates

- CCAQI

Kristen is working with a statewide group to pass CCAQI, Federal legislation similar to the Community Collaborative program. She reports the group is not having much success due to the energy going into healthcare reform. Holly would still like to have Senator Cantwell co-sponsor the bill, along with Senator Murray. Holly thanked members for contacting their legislators and noted that the efforts toward CCAQI efforts were key to the passage of the Community Collaborative grant program as state legislators were impressed by the show of Federal support.

- Basic Health

Basic Health is still in Managed Enrollment although changes have been made to the benefit package, co-pays and premiums in line with the suggestions developed by WAHA and supported by CC. The goal of HCA is to reduce Basic Health enrollment by January 2010. There is concern that increased premiums will lead to healthy people opting out of

the program, resulting in the need for additional changes. Members continue to enroll clients in Managed Enrollment. Kerri noted that WAHA is attempting to keep clients up to date on the situation and asking clients to let them know if their financial, work or health status changes so that they may be screened for other programs as needed. Existing Basic Health enrollees will receive letters notifying them of changes to their premiums in November.

- **Community Collaborative Grant Program**

Kerri and Holly have been speaking with Jan Olmstead at HCA. Holly and Jan have discussed having Communities Connect be involved in the process of determining how the funds will be dispersed and how to best maximize the funds allocated to the program by the legislature. The group discussed requesting a small portion of the funds for Communities Connect.

- **CHIPRA**

CHIPRA is a Federal children's Medicaid outreach grant that was released last week and is due in August. Projects serving underserved populations are favored for funding. Holly has prepared a list of questions for Tyron with the Cover All Kids group to gain more information on how members can access these funds; a draft was sent out this morning. The group reviewed these questions and they were revised as follows:

1. Maintenance of effort: Does DSHS know yet whether it meets the requirement to "maintain state effort" for outreach? This issue got some discussion during Cover All Kids Work Group meetings but was not resolved.
2. State letters of support for non-state applicants: The guidelines say that there has to be a state letter of support for any application from another organization.
 - What will DSHS be looking for in applications from community organizations?
 - The letter has to include state "State certification of maintenance of effort ... verifying that the grant funds will not supplant existing state expenditures for Medicaid and CHIP outreach and enrollment efforts." How will DSHS apply this requirement?
 - Will there be criteria for receiving a letter of support?
3. Retention activities: Retention activities are within the scope of the CHIPRA grants.
 - Does DSHS plan to request funding for such work in its own CHIPRA application?
 - If community organizations want to apply for CHIPRA funding to do retention follow-up, is DSHS able to share confidential lists of Medicaid enrollees, contact information and recertification dates through a data sharing agreement such as was developed for the application agent contracts?

2010 Legislative Strategy Development

This item was tabled for the next meeting; Holly and Jackie may develop a legislative survey to poll members for their legislative ideas and priorities.

Review of Next Steps:

- Next General Membership Meeting: August 14, 2009



Our Mission

Communities Connect mobilizes and assists member communities across Washington State to develop sustainable community health care collaboratives.

Our Vision

Better health for all people at better value.

We achieve our Mission and Vision through

- Promoting sound health policy thru a unified voice among all sectors of the local health care system;
- Achieving 100% access and shared responsibility for informed and engaged consumers;
- Cooperatively moving toward a higher value local health care delivery systems;
- Coordinating and leveraging resources among funding sources to achieve sequential community goals;
- Creating operational partnerships that improve health care quality and reduce fragmentation.

Communities Connect

Policies & Procedures

1. MEMBERSHIP

1.1 Types of Membership. Member organizations will appoint an individual to be its official representative and agent for the activities and business of Communities Connect. Membership is open to any individual or organization whose focus is on working with their community to address and improve healthcare for residents of their community

There shall be three classes of membership defined as follows:

1.1.1. Sustaining Partners. Membership includes organizations with annual budgets of \$1,000,000 or more. Sustaining partners are members of Communities Connect with all rights and privileges. \$1,000 annual dues

1.1.2. Community Partners. Membership includes organizations with annual budgets of less than \$1,000,000. Community partners are members of Communities Connect with all rights and privileges. \$600 annual dues.

1.1.3. Individual Member. Membership is open to individuals who are dedicated to improving healthcare access and addressing other healthcare issues and who receive endorsement by a Communities Connect Community Partner. Individual Members are members of Communities Connect with all rights and privileges except to vote. \$100 annual dues.

1.2. Admission of Membership. All applications for membership shall be mailed to Communities Connect, c/o Whatcom Alliance for Healthcare Access, for approval.

The Chair of Communities Connect has the authority to approve or deny new applicants. No organization or individual shall be admitted as a Member until each of the following conditions have been satisfied:

1.2.1. The Member applicant provides all information requested and demonstrates that the Member applicant satisfies the membership eligibility criteria.

1.2.2. The Member applicant pays the membership dues or initiation fees established by voting members of Communities Connect.

1.3. Annual Dues. At the beginning of the fiscal year, voting members of Communities Connect will determine the annual membership dues payable by members of each type described in section 1.1 of the policies.

1.4. Termination of Membership. The voting members of Communities Connect may suspend or terminate the membership of any Member representative who fails to comply with the following membership requirements: eligibility requirements, membership agreements and any established attendance requirements. Members can terminate at any time, however, dues paid for the current year will not be refunded.

1.5. Resignation or Withdrawal. Any Member may withdraw upon sixty days prior written notice. The withdrawal shall be effective on the last day of the month in which the notice of period expires.

2. Sponsorship

2.1. Sponsorship shall be open to any individual or organization whose focus is working with their community to address and improve healthcare for residents of their community.

There shall be two classes of sponsors defined as follows:

2.1.1. Gold Sponsors. Gold Sponsors include health related foundations and academia, healthcare payers and other for-profit organizations. Annual sponsorship of \$5,000 or more.

2.1.2. Silver Sponsors. Silver Sponsors include health related foundations and academia, healthcare payers and other for-profit organizations. Annual sponsorship of less than \$5,000.

3. OFFICERS

3.1. Number. The officers of Communities Connect shall be a Chairperson, Vice-Chairperson, Treasurer, Secretary, Past Chair and Member at Large.

3.2. Election and Term. The voting members of Communities Connect shall elect the officers at the beginning of the fiscal year; to serve for a period of two (2) years, or until their successors are elected and qualified.

3.3. Duties and Qualifications. Communities Connect shall have the following officers with the duties and qualifications as specified:

3.3.1. Chairperson. The Chairperson shall preside at all meetings of Communities Connect. The Chairperson may sign any contracts with ongoing financial obligations necessary for the operations of Communities Connect in accordance with the wishes of the voting members.

3.3.1.1. Qualifications. The Chairperson shall have at least a Community Partner membership.

3.3.2. Vice-Chairperson. During the absence or disability of the Chairperson, the Vice-Chairperson shall exercise all the functions of the Chairperson.

3.3.2.1. Qualifications. The Vice-Chairperson shall have at least a Community Partner membership.

3.3.3. Treasurer. The Treasurer shall render to the Board of Directors an account of the financial condition of the Corporation on a regular basis.

3.3.3.1. Qualifications. The Treasurer shall have at least a Community Partner membership.

3.3.4. Secretary. The Secretary shall be responsible for the oversight of minutes and ensuring organizational records are maintained.

3.3.4.1. Qualifications. The Secretary shall have at least a Community Partner membership.

3.3.5. Past Chair. During the absence or disability of the Chairperson and Vice Chairperson, the Past Chair shall exercise all the functions of the Chairperson.

3.3.5.1. Qualifications. The Past Chair shall have at least a Community Partner membership and shall have served as Chair immediately prior to the current Chair.

3.3.6. Member at Large. The Member at Large shall represent the membership on the Executive Committee.

3.3.6.1. Qualifications. The Member at Large shall have at least an Individual Partner membership.

3.4. Vacancies. The voting members of Communities Connect shall fill vacancies in any office at any regular or special meeting; to serve until the beginning of the next fiscal year or until their successors are elected and qualified.

4. COMMITTEES. The voting members of Communities Connect may create or discontinue standing or special committees, as it deems advisable.

5. MEETINGS. Meetings will occur at least every quarter or as needed.

6. RULES OF PROCEDURES

6.1. Proceedings. The proceedings of all meetings of Communities Connect including committees shall be governed by Robert's Rules of Order, Revised, except insofar as those rules are in any way inconsistent with these policies and procedures; in which case the policies and procedures shall control.

6.2. Voting. Each dues-paying Community Partner Member of Communities Connect shall be entitled to one (1) vote in person, by mail, by phone, or by proxy. A vote may be cast either orally, by email or in writing.

6.3. Quorum.

6.3.1. Representation, in person, by phone or by proxy, shall constitute a quorum at all meetings, with the exception of election of officers, approval of budgets or changes to organization policies.

6.3.2. Representation in person, by phone or by proxy by no less than fifty percent (50%) of the Community Partners shall constitute a quorum at all meetings for issues pertaining to election of officers, approval of budgets or changes to organization policies.

6.3.3. If a quorum shall not be initially present at a meeting, a majority of the Members present shall have the power to adjourn the meeting and reschedule for when a quorum shall be present or proceed with electronic action if needed.

6.4. Endorsement. To receive the endorsement or support of Communities Connect a proposal shall be in agreement with the annual legislative agenda and must be approved by the Executive Committee.

7. ADMINISTRATIVE PROVISIONS

7.1. Administrative home. Until and unless Communities Connect becomes an incorporated organization with its own staff and office space, Whatcom Alliance for Healthcare Access will serve as the administrative home.

7.2. Books and Records. Whatcom Alliance for Healthcare Access shall keep current and complete books and records of accounts and shall keep minutes of the meetings at its administrative home.

7.3. Fiscal Year. The fiscal year of the Corporation shall be January 1-December 31.