

CONSUMER AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES

MEETING INFORMATION

MEETING TITLE:	Consumer and Community Affairs Committee
DATE:	July 28 th , 2015; 3:30-4:30pm
LOCATION:	Albany Medical Center – South Clinical Campus Board Room

ATTENDEES

	I. Allard, S. Brooks, E. Brooksby, M. Burgess, G. Clifford, M. Cole, W. Dickson, W. Faragon (Chair), S. Giordano, M. Harazin (Co-Chair), A. Henzel, M. Kang, T. Lux, B. Mangiaracina, C. McIntyre, S. McWilliam, M. McQuade, G. Moore Simmons, D. Murray, C. Parde, K. Pompey, A. Raimo, R. Santiago, B. Schaffer
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AGENDA OVERVIEW

<u>Topic</u>
<ul style="list-style-type: none">✓ PMO Updates/PAC Updates✓ Community Forums and Health Fairs✓ Milestone Revisions-Implementation Plan✓ Formal Community Engagement Plan-Outline Revisions✓ Community Needs Assessment

MAIN POINTS / DECISIONS

<p><u>Main Discussion Points from Attendees:</u></p> <ul style="list-style-type: none">✓ Meeting commenced at: 3:29pm✓ Chair opened the floor for introductions✓ Motion: William Faragon, Chair, moved that the meeting minutes from June 23rd be approved. Motion carried through consent of the committee. <p><u>PMO Updates/PAC Updates</u></p> <ul style="list-style-type: none">✓ PMO is preparing to submit the implementation plan; the deadline was extended to August 7th.✓ PAC meeting held via webinar on June 27th. Chair mentioned the NewCo (new corporation), which was addressed during the PAC meeting. George elaborated by explaining that AMCH will create a wholly-owned subsidiary that would provide liability protection of AMCH assets. There will be a corporate governance structure of 5 committees: PAC Executive Committee, Finance, TDMC, CQAC, and Audit & Compliance. The Board will have ultimate decision-making authority. <p><u>Community Forums and Health Fairs</u></p> <ul style="list-style-type: none">✓ Shannon provided information on the upcoming forums and health fairs within the 5 county PPS area. She also spoke about the PMO's participation in the Delaware Ave. Neighborhood Association fair that was held on July 11.<ul style="list-style-type: none">○ A request was made for volunteers at Latin Fest on August 29th.○ Member announced an Annual Senior Forum event September 1st (Naturally Occurring Retiring Community – NORC) and will pass along the flyer details.✓ A calendar of events will be created.✓ Member asked intent and purpose of CCAC regarding participation in such events, which led to a discussion on understanding the expectations and objectives of DSRIP, as well as the Committee, and the types of information that should be/needs to be communicated. George suggested that the Committee think about the Mission statement and consider restructuring the message.✓ George advised that it is not necessary to “table” every event, but to consider collaborating with neighboring PPSs that overlap AMCH PPS counties to co-sponsor events.✓ Member suggested subcommittees be formed to address the varied needs across counties, which led to the the Community Engagement topic. <p><u>Formal Community Engagement Plan-Outline Revisions</u></p>
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- ✓ Kendal referenced the county map (attached) and requested volunteers for the subcommittees to develop the Community Engagement Plan:
 - To provide a description/breakdown of communities for each county: help is needed to understand the needs of each county by representatives within the county; and
 - Steps to engage consumers.
 - ✓ The subcommittees formed are:
 - Albany County: Dr. Ingrid Allard and Dr. Stephen J. Giordano
 - Columbia and Greene counties: Claire Parde, Theresa Lux and Michael Cole
 - Saratoga and Warren counties: Amy Raimo
 - ✓ Member shared patient engagement best practices currently in progress in Saratoga county, including identifying and engaging consumers to become active patients thereby reducing future ED visits.
 - ✓ Member referenced CEO of Troy and Catholic Charities as models for patient navigators and CBOs to engage consumers.
- Milestone Revisions-Implementation Plan
- ✓ The 1st draft of the organizational plan (attached) was submitted and feedback from the Independent Assessor was received. The most significant revisions to the original were the 2nd and 3rd milestones, developing a calendar and developing a communication plan of the Community Engagement Plan. The goal is to have revisions ready for draft form by next month to submit to PAC for approval.
 - ✓ Member asked about a database available to the Committee that includes contact information on fellow members. Chrissy requested permission from the Committee members to share their contact information among the membership. Members agreed.
 - ✓ Member addressed concern about Health Homes representation within the PPS, which led to a discussion about HHs vs. downstream providers. George mentioned there is no lead HH within the AMCH PPS, yet there are downstream providers. HHs is an opt-in program of which about 1/3 choose to participate, whereas DSRIP is an opt-out program providing a larger pool of participants.
- Additional Point(s)
- ✓ Next meeting will be held August 25, location TBD.
 - ✓ Community Engagement Plan will be reviewed at the next meeting.
 - ✓ Meeting adjourned: 4:31pm

ACTION ITEMS

<u>Owner</u>	<u>Action Item</u>	<u>Due Date</u>
CCAC	Share any upcoming events that are relevant to the Committee	Ongoing
Kendal/Shannon	Send the Community Engagement subcommittee outline	
Kendal/Shannon	Send the Committee membership list with contact information	
CCAC	Community Engagement Plan draft document	August 25

Respectfully submitted by,
 Simone Brooks
 Sr. DSRIP Project Coordinator
 Center for Health Systems Transformation at AMC
 Meeting recorded on digital recorder