STATE OF COLORADO

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Colorado Department of Public Health and Environment

COLORADO HEALTH SERVICE CORPS (CHSC) ADVISORY COUNCIL
DRAFT MEETING MINUTES
April 29, 2011
12:30am to 4:30 pm

ATTENDEES	MEMBERS ABSENT	STAFF AND GUESTS PRESENT
Ross Brooks, Colorado Community Health Network (CCHN), Chair	Dr. Jack Westfall, Area Health Education Centers AHEC	Stephen Holloway, Primary Care Office (PCO)
Fabian Valle, Colorado Rural Health Center (CRHC)	Michael Stafford, Rural Health Consultant	Amber Galloway Stephens, PCO
Kathy Anderson, Commission on Family Medicine	Dr. David West, The Colorado Medical Society	Brooke Wagenseller, PCO
Dr. Beuford Durmon, Lake Fort Health Services District (via phone)	Jan Beezley, University of Colorado Health Sciences Center	
Colleen Church, The Colorado Health Foundation (TCHF)	Dr. Jay Lee, Denver Health & Hospital Authorities (via phone)	
Dan Long, Bank of the West	Becky Otteman, Southeast Mental Health Center	
Dr. Mark Deutchman, University of Colorado Health Sciences Center/Area Health Education Center		

Next meeting: Friday, August 26, 2011, meeting time TBD

Agenda Item	*Discussion*	*Action/Follow-Up*	*Motion*
Welcome, Introductions, and Snacks	The meeting was called to order at 12:30pm.		
CHSC Update: Policy, Funding, Marketing, and Site Application Development	Steve Holloway updated the Colorado Health Service Corps (CHSC) Advisory Council on the status of current legislation prioritizing funding for and expanding the eligibility criteria of the CHSC loan repayment program. Amber Galloway Stephens and Steve Holloway described the new marketing and branding endeavors for the CHSC and discussed the development of the new site/organization application to "pre qualify" organizations to offer loan repayment.	The PCO will distribute the CHSC site/organization application to the full Council for review and feedback.	
Recommendations for Establishing Maximum Award Amount According to Discipline	The Council reviewed a compilation of minimum, maximum, median, and average reported loan debt, by discipline, gathered from previous applicants to the CHSC loan repayment program and discussed methodologies for standardizing award amounts per discipline.		Dr. Deutchman moved and Dan Long seconded a motion to standardize the award amount of up to $35k a year for 3 year contracts for physicians, including: MDs; DOs; family medicine; general OBGYNs, pediatrics, geriatrics, internal medicine, psychiatrists, and dentists. The motion passed unanimously. Dr. Deutchman moved and Dan Long seconded a motion to standardize the award amount of up to $30k a year for 3 year contracts for physician assistants and advanced practice nurses. The motion failed unanimously.

Agenda Item	*Discussion*	*Action/Follow-Up*	*Motion*
			Colleen Church moved and Dr. Deutchman seconded a motion to standardize the award amount of up to $20k a year for 3 year contracts for ell eligible professions, other than physicians, psychiatrists, dentists, and dental hygienists including: physician assistants, advanced practice nurses, and mental health professionals. The motion passed unanimously. Colleen Church moved and Dan Long seconded a motion to standardize the award amount of up to $7,500 a year for 3 year contracts for registered dental hygienists.
Reminder and Explanation of New Method for Scoring and Considering CHSC Applicant Subjective Criteria	Amber Galloway Stephens updated the Council on the activities of the new Internal Application Review Committee (IARC) and briefed the Council on the work completed in review of the subjective criteria of each application, prior to the meeting, for the full Council's review.		
Discussion of CHSC November Cycle Awards	The Council reviewed the spreadsheet of the March 2011 applicants for consideration for loan repayment.		Colleen Church moved and Dan Long seconded a motion to award loan repayment to each applicant to the CHSC with a preferential score of a 7 or higher, on the 11 point scale, at either the total amount of reported debt, or the maximum

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			standardized award amount, per discipline. The motion passed unanimously. Dr. Deutchman moved and Fabian Valle seconded a motion to award loan repayment to the dentist prioritized by the Oral Health Unit via Board of Health rules at the maximum standardized award amount.
Closing remarks, adjournment, and next meeting	The Council discussed the difficulty in awarding providers currently seeking employment at the time of application to the CHSC for loan repayment. The Council further discussed the work to be done to refine the recruitment policy of the CHSC and the need for a discrete scoring methodology for applicants seeking employment.		Colleen Church moved and Kathy Anderson seconded a motion to charge the IARC with better defining the definition of recruitment to apply to a CHSC policy. Colleen Church moved and Dan Long seconded a motion to charge the IARC with developing a methodology for scoring applicants who are seeking employment at the time of application to the CHSC for loan repayment.

Respectfully submitted:

Ross Brooks, CCHN, Colorado Health Service Corp Advisory Council Chair

Amber Galloway Stephens, PCO, Recorder