

COLORADO CULTURE CHANGE ACCOUNTABILITY BOARD

Minutes of meeting 19 July 2013

The meeting was held at the Colorado Veterans Nursing Home at Fitzsimons. It was called to order at 10:20 AM. Board members present were: Beth Irtz (Chair), Paul Phillips, Beverly Hirsekorn, Cindy Webb, Candace Kramer, and Jo Tansey. Gary Pauli participated by telephone. Absent were Carolyn Mickey, Dana Solomon, and Vanessa Carlson. Also attending were Anthony Satariano, Contracts Specialist, Contracts Performance Management Team, HCPF; Zach Lynkiewicz, Legislative Analyst, HCPF; and Penny Cook, and Miguel Valdez from the Colorado Culture Change Coalition which provides the Board administrative assistance.

Names in bold type indicate assignments.

Minutes for the June 2013 meeting were approved.

LEGISLATIVE ISSUES.

Zach reported that he has streamlined the process in HCPF for approving the legislative report due to the Legislature on 1 October each year and assured the Board that, if they will continue to provide a draft by 1 September, the report can be delivered on time. **BETH** will provide a draft to the Board prior to its August meeting. Beth will attempt to get the Board approved draft to Zach two weeks prior to 1 September. Gary suggested and the Board agreed that wide dissemination of the approved report to stakeholders would be useful. **Beverly** to assist Beth by editing the draft.

Penny and Zach reported on a meeting with Jed Ziegenhagen, Deputy Medicaid Director, HCPF on 18 July regarding the attempt by the Board with CCCC help to alter HB 09-1196 to provide more money, administrative support for HCPF, and up to three years to complete projects. Conceptually HCPF agrees to support the aims of the Board and of CCCC but will not itself sponsor the legislation. Once CCCC provides a draft that HCPF can agree to and if the Governor's office agrees, HCPF will support the effort. The Board agreed to a suggestion that revised legislation should include the proviso that any money not spent in a given fiscal year will carry over to future years. Beverly and Jo are recused from legislative discussion.

FINAL REPORTS ON 4TH CYCLE

Appropriate final reports have been received from all but Brookshire House (\$4,000, Aromatherapy) which failed to use formats provided. Anthony will contact them to assure they complete a proper final report.

The Board had a long discussion on the proper rolls of the Board liaison on a project and of the State (Anthony) with grantee managers. The upshot was agreement by the Board to schedule

an orientation meeting among grantees, Board liaison assignees, and the State in mid-July each year for each cycle.

For the 5th cycle, this meeting will be held at 10:00 A.M. on Wednesday, 7th August at HCPF Headquarters, room to be determined. NOTE: Anthony is responsible for informing project managers of this meeting.

FIFTH CYCLE GRANTS.

These have been reduced to four grants. With the turndown by Exempla Lutheran, the total money committed to projects is: \$64,800.

	<u>GRANTEE</u>	<u>SHORT TITLE OF PROJECT</u>	<u>AMOUNT</u>	<u>LIASON</u>
1	Arapahoe Community College	Scholarships for CNA's	\$21,800	Paul
2	CO. VA Hospital, Walsenburg	Eden Education Growth	\$12,000	Cindy
3	Life Quality Institute (LQI)	Life Quality Initiative	\$25,000	Beth
4	Aspen House	Person Centered Training	<u>\$ 6,000</u>	Jo
	TOTAL		\$64,800	

Total Money available is \$88,770. Deducting 10% for administrative expenses leaves \$79,893.

Subtracting \$64,800 committed to projects leaves **\$15,093 uncommitted.**

Anthony reported that the contract has been completed with Arapahoe Community College (ACC) and will be for the VA Hospital and LQI probably next week. (Note that ACC has decided to absorb some of the administrative costs so that the approved number of scholarships (20) could be increased to 23.) The contract for Aspen House is pending. **BETH** will contact them as to the need to submit a restatement of the scope of work for their project.

The Board had a long discussion concerning the uncommitted funds. The ultimate decision was to round the amount to **\$16,000** by using some of the administration funds and to sponsor its own project. This is to be an education program of three two-hour sessions to be held in one day at a central site in northeastern Colorado for nursing home directors, nursing home medical directors, nursing home directors of nursing, and possibly the social worker. The subjects would be based on efficable results from previous grants and would possibly include partnering with the Colorado Foundation for Medical Care and the Colorado Medical Directors Association.

BETH, PENNY, AND CINDY will create a proposal describing such a project and vet it with all Board members by e-mail for approval prior to the August meeting to prepare for approval by HCPF, CDPHE, and CMS. Included should be details as to: site, date choices, principal contractor, the three subjects, speakers, publicity, exact target audience, and cost.

The Board and Anthony formally agreed that grantees that the Board would **review monthly invoices** for appropriateness for subsequent payment by the State, and that **quarterly progress** reports to the Board would be sufficient.

SIXTH CYCLE TIME LINE.

Paul discussed the sixth cycle time line circulated before the meeting. Emphasized were the need to include as enclosures to the cover letter to stakeholders, all of the steps required of them in both submitting their proposals and those required, once their project is approved. If the approval of a project reduces funding or scope of work, the latter includes a re-statement by the grantee of the scope of work and re-submission of the Budget to Expenditure form.

MISCELLANEOUS: Penny invited Board members to think about the amount of money CCCC should ask for in the revised legislation. Board members had a wide range of thoughts on the matter.

NEXT MEETING.

August 23, 10:00 A.M. Fitzsimons

The meeting was adjourned at 1:25 P.M.

REMINDER TO PAUL, CINDY, BETH AND JO: INVITE 5TH CYCLE GRANTEE PROJECT MANAGERS TO ORIENTATION MEETING AT CONFERENCE ROOM, HCPF, 1570 GRANT STREET, 10:00 a.m., WEDNESDAY, 7 AUGUST.

CCAB: 8/13/13