

COLORADO CULTURE CHANGE ACCOUNTABILITY BOARD

Minutes of meeting 15 March 2013

The meeting was held at the Colorado Veterans Nursing Home at Fitzsimons. It was called to order at 10:15 AM. Board members present were Carolyn Mickey (Chair), Paul Phillips, Beverly Hirsekorn, Beth Irtz, Vanessa Carlson, Cindy Webb, , and Jane Garramone representing CDPHE and replacing Jennifer McCants. Candace Kramer and Gary Pauli participated by telephone, and Dana. Also present were Penny Cook and Miguel Valdez, from the Colorado Culture Change Coalition (CCCC), provider of administrative assistance. Also attending was Anthony Satariano, Contracts Specialist, Contracts Performance Management Team.

Names in bold type indicate assignments.

Minutes for the February 2013 meeting were approved with one minor change.

Carolyn introduced the new Board member, Jane Garramone, who announced that she may be replaced in turn by the new CDPHE deputy.

FOURTH CYCLE GRANTS. Monthly reports due 15 March were reviewed and discussed. The Board noted that only two reports, (and Amberwood) included the “Budget to Expenditure” sheet. **Liaison designees** will contact grantees to provide the sheet and send it to **Penny** for distribution to Board members. In the future, Anthony will ensure all three pieces of the monthly report: the deliverable sheets, the narrative, and the budget sheet, have been submitted or he will contact the grantees for any missing pieces.

1. Brookshire House (\$4,000 Aromatherapy). Beverly reported that the distribution of the extra aromatherapy kits has lagged. The report states that all of the money will be expended by 30 June, but that reporting will continue into August. The Board and Anthony agreed that this was acceptable. **Beverly** will determine whether or not there is any problem in spending the rest of the money on time. The Board agreed to combine a visit to the project manager in May along with a visit to nearby Amberwood (see below). Beverly will call the grantee to see if she can accommodate a Friday site visit.

2. Amberwood (\$10,000 Reduction of Medication/Psycotropic agents). In the absence of Jennifer, Board members discussed the report and concluded that Dr. Gahm is passionate about seeing the project to a successful conclusion and that he has made good progress thus far.

3. QP Health Partners (\$29,820 Design a Culture Change “How To” Handbook for Nursing Home Administrators.) Beth reported that staff turnover has caused some delays and confusion. **Beth** will get the Budget to Expenditure sheet and will also arrange a presentation from Nancy Fox, the project contact, for the April meeting of the Board.

4. Good Samaritan (\$4,300 Classes by Alzheimer educator) In the absence of Dana, the Board considered the report. About 1/4th of the money has been spent on supplies and educational material, but no classes have been held; the first four-hour session is to be on 27 March and the second on 11 April. Six two-hour sessions are to follow. **Dana** plans to visit one of the educational sessions. The project manager reports all will be completed before the end of the FY.

Dace mentioned and the Board discussed the need for coaching grantees on Board expectations for reports to them. No definite conclusions were reached except that such coaching was necessary and lacking.

FIFTH CYCLE GRANTS. The Board noted that HCPF has approved the Board recommendations and passed them for approval to CDPHE. **Jane** will shepherd them through CDPHE with a target date of 29 March for change/approval so that they can be sent on to CMS for approval (hopefully) by 30 April.

The Board and Anthony discussed contract procedures once final approval by CMS has been received. (The process was delayed for the 4th cycle by referencing projects for additional substantive approvals by HCPF staff during the contract process.) All are agreed that in future further HCPF staffing on the substance of projects already approved by the Director of HCPF will not be sought during the contracting process.

LETTER TO SUE BIRCH. Both Beverly and Jane recused themselves from this subject. After discussion of a draft, the Board agreed to send a letter to Director Birch outlining the need for amending the legislation under which the Board operates to accomplish three basic shortcomings: lack of sufficient funds for highly significant culture change projects, lack of time to accomplish highly significant projects, and lack of human resources in HCPF to manage such projects. **Paul** will incorporate agreed changes and **Penny** will circulate a draft for Board approval (less Beverly and Jane) for delivery as soon as approved.

NEXT MEETING: 1000 A.M., 19 April at Fitzsimons.

The meeting adjourned at 11:00 A.M.

CCAB 16 April 2013