



COLORADO
Department of Public
Health & Environment

Minutes

Project: Nursing Home Innovations Board

Call in: Dial in number is 712-432-3066,
Conference Code 339028

To mute your line, press 4*

Date: September 22, 2017

Time: 10:00 a.m. - 1:00 p.m.

Place: CDPHE, C1C

Team Members and Other Attendees:

Stacey Love, Nancy Fox, Cindy Webb, Jenny Matlock, Steve Barton (by phone)
Jo Tansey - CDPHE
Richard Clark - HCPF
Jennifer Dory - HCPF

Topics	Presenter
Call to Order - 10:10 a.m. <ul style="list-style-type: none"> Quorum. 	-Stacey Love
Welcome & Agenda Review <ul style="list-style-type: none"> Approval of minutes from previous meeting. <ul style="list-style-type: none"> Approved. 	-Board members
Charter <ul style="list-style-type: none"> Changes recommended by board - modified by Cassie. 2nd review by Board. <ul style="list-style-type: none"> Richard will send the most current revision to Board to review before next meeting. 	
Marketing and media management discussion <ul style="list-style-type: none"> Board discussion regarding having an outside party build and maintain website. <ul style="list-style-type: none"> Will need an RFP. Board is waiting for a response from CMS. <ul style="list-style-type: none"> CMS requested proposal to show how the money is being used for supporting residents. What the Board is requesting. <ul style="list-style-type: none"> Literature. Branding. Build and maintain website for: 	-Board members

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- Centralized training.
 - Final reports.
 - Studies.
 - Sleep.
 - Fall prevention.
 - Access for providers.
 - Increase number of grant applications.
 - Increase transparency.
 - Direct dissemination to residents.
 - Create basic brochure for grantees.
 - Types of grants funded by the Innovations Grant.
 - Create distinct branding for the Board.
 - Jenny will write proposal and send to Stacey.
 - Board will continue discussion at the next meeting.

Final presentations to Board

- Schedule grantees for final presentations in November.
 - Vivage.
 - Jo.
 - Edu catering.
 - Jenny.
 - Alzheimers Association.
 - Jo.
 - Focus is finishing up.
 - CO Advance Directive.
 - Teleconference.
 - Ebinizer.
 - Cheri.

Approval Letter

- Review Draft
 - Send information packet to applicants.
 - Notify applicants that the grant approvals are in the final stages.
 - Pending CMS approval.
- Assign board liaison to Cycle 9 Grantees.
 - Southeast Colorado Hospital District.
 - Cheri.
 - Alzheimers Association (final report).
 - Jo.

-Board members

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- Focus (final report).
 - Stacey.
 - CHCA.
 - Will remain with Steve.
 - Dependent on application submission.
 - CO Advance Directive.
 - Stacey.
 - Email from board liaison with all appropriate attachments.
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Cycle 9 Grant Finalization

- Southeast Colorado Hospital District - Send approval letter. \$7437.00
 - Reassigned to Cheri.
 - Larimer County Office on Aging - Send approval letter - \$1000.00
 - Reassigned to Richard.
 - Aponi Partners, Inc. - Send approval letter. \$125,000.00
 - Reassigned to Cindy.
 - Include questions from Board and response from Aponi.
- Board members
- HCPF will start working on the contracts while waiting on CMS approval.
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Cycle 8 Grants - Monthly report and Invoices

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|---|----------|-------|
| Edu-Catering - PO #2017*6300 Exp. 3/11/18 | \$23,500 | Jenny |
|---|----------|-------|
- Progress report submitted.
 - Deliverables.
 - No attendance at webinar due to staffing conflict at NH.
 - Additional workshops scheduled.
 - Invoices.
 - Outstanding invoices for May, June and July.
- Board members
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|---------------------------------------|----------|----|
| Vivage Senior Care - PO #201700005402 | \$33,662 | Jo |
|---------------------------------------|----------|----|
- Progress report submitted.
 - Deliverables.
 - Project complete.
 - Writing final report.
 - Outcome.
 - Recommending installation in all of their homes.
 - Presenting results of study at CHCA.
 - Invoices.
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- No new invoices.

Alzheimers Association - PO#201700006626 \$38,793 Nancy

- Reassign Board Liaison.
- Progress report submitted.
 - Submitted updates, rosters and handouts.
- Invoices.
 - No new invoices

CHCA - PO# \$151,250 Richard

- Intent of grant was to open to whole state, not only CHCA members.
- Richard to review grant contract to see if there is a stipulation in grant for including anyone outside CHCA.
 - Nothing in contract.
 - Unclear if there will be second opportunity available for more homes to apply.
- Can a facility apply for the second cycle/year?
 - Clarify to them that homes do not have to be CHCA member to be a part of the grant.
- No progress report submitted.
 - Monthly report form was sent.
 - Need monthly report submitted on time every month.
- Deliverables.
 - Finalized list of approved homes.
 - 1st batch of webinars completed.
- Outcome.
- Invoices.
 - No new invoices.
 - \$3000.00 remaining.
 - Submitted receipt for purchase.
 - List what has been distributed.

Cycle 7 Grants - Monthly reports and Invoices (State FY 15/16)

CO Advance Directive - PO Exp. 03/11/18 (Extended) Stacey (will see if available for Nov 10 - video conf)

- Progress report submitted.
 - Email from Jennifer Ballentine with updates.
- Deliverables
 - Final deliverables.
 - Video program.

-Board members

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- Most directed to professionals, not consumers.
 - 1 for consumers.
 - Facility staff to request test key and certificate.
 - Final survey to NF directors.
 - Create pre and post tests.
 - Distribute.
 - Invoices.
 - No new invoices.

Focus Consult. - PO Exp. 3/16/18 (Extended) Nancy

- Reassign Board Liaison.
- Progress report submitted.
- Deliverables.
 - Completed training.
 - Revise facilitator guide.
 - Summary of camps.
- Invoices.
 - No new invoices.
 - Outstanding invoice from July.

Eben Ezer Lutheran - PO Exp. 2/11/18 (Extended) Cheri

- No progress report submitted.
- No new invoices.

Brookshire House - PO Exp. 02/11/18 (Extended) Cindy

- Email forwarded from Cindy.
- Progress report submitted.
- Deliverables.
 - Mandated training and staffing problems.
- Invoices.
 - No new invoices.
 - Final invoice should be ready at the end of October.
 - Outstanding invoices from Feb, April, May, July and August.

Open Board Member Positions

- Interested parties can fill out application on Governor's website. -Board members
 - Discussion of open board member positions.
 - 4 open positions.
 - 2 LTC.
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- 1 business.
- Stacey Love submitted application for another term.
- Approved Maurice Cantor Weiss for resident/volunteer position.
 - Update from Richard re: submission to Governor's office for approval.
- Steve - need to submit application again.
- Hope Cartwile - application submitted.
 - Board approved.
- Susan - Board can review application through email.

Adjourn 11:12

Next Meeting: October 13, 2017 CDPHE, C1E

Remaining NHIGB Meetings scheduled for 2017

Date	Time	
Fri 10/13/17	10:00 am - 1:00 pm	C1E
Fri 11/10/17	10:00 am - 1:00 pm	C1E

2018 NHIGB Meetings schedule

Date	Time	
Fri 1/26/18	10:00 am - 1:00 pm	C1E
Fri 2/23/18	10:00 am - 1:00 pm	C1E
Fri 3/23/18	10:00 am - 1:00 pm	C1E
Fri 4/27/18	10:00 am - 1:00 pm	C1E
Fri 5/25/18	10:00 am - 1:00 pm	C1E
Fri 6/22/18	10:00 am - 1:00 pm	C1E
Fri 7/27/18	10:00 am - 1:00 pm	C1E
Fri 8/24/18	10:00 am - 1:00 pm	C1E
Fri 9/28/18	10:00 am - 1:00 pm	C1E
Fri 10/26/18	10:00 am - 1:00 pm	C1E
Fri 11/23/18	10:00 am - 1:00 pm	C1E
Fri 12/28/18	10:00 am - 1:00 pm	C1E