

Meeting Minutes

Eastern Oregon Coordinated Care Organization

Wheeler County Local Community Advisory Council

Tuesday, Feb. 19, 2019, 5:00 – 7:00 PM

Jeanne E. Burch Building, 401 Fourth St., Fossil, OR 97830

LCAC Attendance: **Anne Mitchell**, WC LCAC Co-Chair & Eastern Oregon Healthy Living Alliance; **Candy Humphreys**, WC LCAC Co-Chair & Frontier CASA (via telephone) ; **Susan Moore**, WC LCAC & Asher Community Health Center; **Ellie Bray**, WC LCAC; **Colleen Grayson**, WC LCAC; **Matthew Davis**, Coordinator, WC LCAC; **Breanna Skeem**, WC LCAC; **Kirstie Miranda**, WC LCAC; **Jeanette Laite**, WC LCAC; **Megan Cromwell**, WC LCAC; **Maryhelen Peterson**, Community Counseling Solutions & WC LCAC

Guests: **Troy Soenen**, Greater Oregon Behavioral Health Inc. and Eastern Oregon Coordinated Care Organization; **Joy Anderson**, Asher Community Health Center; **Mary Ann Wren**, Advantage Dental (via telephone); **Steve Bray**, Fossil Resident

Introductions: Members and guests introduced themselves and what interests or organizations they represent.

Review and Approval of Jan. Minutes:

The group engaged in a brief discussion about procedures pertaining to meeting minutes in general. Matt committed to producing and distributing draft minutes at least a week prior to the next meeting in order to give the group ample time to review.

MOTION: Breanna **MOVED** to **APPROVE** the meeting minutes from the January 24th WC LCAC meeting as presented.

SECOND: Colleen seconded the motion.

VOTE: Ayes 10 - Nays 0

Anne declared the MOTION APPROVED

Report on Closure of 2017 CHIP Phase II Grant:

The group engaged in discussion of a dispute which had arisen regarding payment for the coordination of the 2017 CHIP Phase II Grant.

Anne presented the position of the sub-committee charged with oversight of this grant. This position can be summarized by her assertion that the planned coordinator failed to meet the responsibilities necessary to facilitate this grant project. This failure to perform is evidenced by the funder's denial of a carry over request to use the funds to continue the project in 2018. This denial was based upon "lack of capacity" as demonstrated by performance in 2017. Further, no contract for services or invoices for labor were submitted during the grant period. When invoices were belatedly submitted, a lack of supporting documentation for work performed led to the oversight subcommittee's reluctance to approve the invoices as submitted.

Ellie presented her position as the independent contractor whose services were planned to be engaged for facilitation of the grant. Lack of progress towards grant objectives and the belated submission of invoices were the result of extenuating circumstance. Deadline extensions had been given by the grantor. Sufficient documentation for all invoices had been provided to the full Council via email on 2/15/19. Ellie asked the full Council to approve the invoices and final report as submitted so that everyone could move on.

The group discussed related issues including: how the invoiced amounts were determined; the sufficiency of supporting documentation provided; proper dispute resolution processes; and a perceived deficiency of time given the Council to properly vet supporting documentation prior to asking for an action reversing the recommendation of the oversight subcommittee.

MOTION: Matt **MOVED** to **APPROVE** payment for two months at the 2016 payment rate, including expenses and assistant wages, consistent with the most recent offer made by the subcommittee charged with grant oversight.

SECOND: Susan seconded the motion

Anne asked if there was further discussion.

Ellie indicated an unwillingness to accept this offer if it were to be approved by the Council.

MOTION WITHDRAWN: Matt withdrew the motion

Anne stated that this issue needed to be tabled in order to move on to other agenda items. She committed to continuing to work within the subcommittee structure to resolve this issue along with Ellie and Candy.

MOTION: Susan MOVED to APPROVE continued negotiations and oversight of the closure of the 2017 CHIP Phase II grant by Anne and Candy

SECOND: Colleen seconded the motion.

VOTE: 10-0-1

Ayes: Anne; Candy; Breanna; Colleen; Jeanette; Kirstie; Matt; Maryhelen; Megan; Susan;

Nays: 0

Abstentions: Ellie

Anne declared the **MOTION CARRIED.**

Anne assured the new members that nothing like the current dispute has ever happened before. She continued that because important lessons have been learned as a result of this process a similar situation will not recur.

Election of Officers:

Anne explained the current structure of the officers of the WC LCAC. During 2018 the Council functionaries had been herself and Candy acting as Co-Chairs. Anne continued that for various reasons Candy had expressed the desire to step down from the Co-chair position but was amenable to serving as Vice Chair if needed. In the past WC LCAC has operated without a Treasurer but Anne opined that given current issues the appointment of one may be in order.

Candy clarified that just because she had been willing to entertain the possibility of serving as Vice Chair did not mean that she *wanted* the position.

Anne asked for officer nominations.

Breanna NOMINATED Anne Mitchell for CHAIR

A brief discussion of the responsibilities of the Chair and the merits of the Co-Chair system versus Chair and Vice Chair system followed.

Matt NOMINATED Breanna Skeem for Vice Chair

A discussion as to the utility of nominating a Secretary followed. Opinions were expressed that this function is mostly encompassed within the job description of the Coordinator. Nomination of

Matt to be Secretary was considered. However, if payment decisions were to be made in the absence of both Chair and Vice Chair this responsibility would fall to the Secretary. Because Matt is contracted to perform coordination services for WC LCAC serving as Secretary could potentially put him in the position of approving his own payments. This would constitute a clear conflict of interest.

Anne NOMINATED Colleen Grayson for Secretary

After a brief discussion of possible nominees for Treasurer, Anne suggested that the election of Treasurer be postponed. The Council found this suggestion agreeable. A vote on the full slate of candidates as nominated was held.

MOTION: Susan MOVED to APPOINT 2019 Wheeler County Local Community Advisory Council officials as nominated.

SECOND: Candy seconded the motion.

VOTE: 11-0-0

Ayes: Anne; Breanna; Candy; Colleen; Ellie; Jeanette; Kirstie; Matt; Maryhelen; Megan; Susan

Nays: 0

Abstentions: 0

Anne declared the MOTION CARRIED.

Anne asked that given time constraints we move through the rest of the agenda as quickly as possible to give Troy a chance to present the Community Health Assessment data.

Appointment of Members to the Frontier VeggieRx Advisory Committee:

The group engaged in a brief discussion of the role of the Frontier VeggieRx Advisory Committee, which provides local guidance to GOBHI regarding the administration of the Frontier VeggieRx Program in Gilliam, Sherman, Harney & Wheeler Counties. Anne asked for two volunteers to serve on this committee. Matt and Jeanette indicated a willingness to do so and were appointed to represent WC LCAC on the Frontier VeggieRx Advisory Committee.

Community Health Assessment Data Presentation:

Troy presented quantitative data gathered by EOCCO in order to produce an updated Community Health Assessment for Wheeler County. By rule, the Community Health Assessment and Community Health Plan must be updated for each of the twelve counties in the EOCCO service area every five years. The EOCCO elected to use a Focus Group structure combined with new quantitative data from state and federal sources to create the 2019 updates. Troy identified the provision of local input and oversight during this process as one of the main responsibilities of the Local Community Advisory Council. Together, we will define areas of success and failure

within the local healthcare delivery system. Once defined, a strategy called the Community Health Plan is formulated to address the areas of failure and enhance the successes. This strategy is formulated via the process of data triangulation. In this instance, triangulation means looking for local perspectives on issues elicited through the focus group process that are reflected in the quantitative datasets. These points of overlap are then applied to EOCCO incentive measures in order to define areas that warrant action plans. These areas will be prioritized and strategies developed in order to generate progress, thereby building the Community Health Plan. This year's update must include strategies for addressing Social Determinants of Health. Troy cited this as the reason why the quantitative datasets include information on housing, transportation, education and other figures not included during the last CHA/CHP process in 2014 which was more focused on clinical and claims related data.

A discussion about the Fossil Focus Group followed. Ellie expressed concern that dealing with chronic pain was not a discussion item despite its prevalence as a local health issue. Troy suggested that if a group consensus exists as to this issue's importance strategies to try and address it could be included in the CHP.

Anne brought up the four community members who had shown up at the meeting because they had seen information on the WC LCAC's Facebook page that a Community Health Assessment discussion was planned. She asserted that interest in participation exists and wondered if we could incorporate more community involvement in the CHA update. A discussion around methods to do so followed.

(Coordinator's Note: An online survey was created and distributed to elicit more community involvement. Hardcopies were also made available to any interested parties.)

Next Meeting Location and Time:

The group discussed scheduling for the March meeting. It was decided to hold the next WC LCAC meeting in Spray as a start towards creating greater county wide involvement. Provision of childcare during meetings was discussed as a possibility moving forward. The next meeting was scheduled for **Monday, March 25th, 5:30 - 7:30 PM at the Spray School Stone Building, (303 Park Ave, Spray, OR 97874).**

Anne declared the MEETING ADJOURNED