



CPAA Support Team

Meeting Summary, 8/27/2015

I. Communications Plan Development

As the CPAA Council is developing a Communications Plan this fall, opportunities in both internal and external communications were discussed. The current communication tools provided by CHOICE's backbone support are primarily electronic: a monthly newsletter, emailed meeting reminders, a webpage updated monthly with meeting summaries and resource documents, and monthly updates about local forums.

The Support Team expressed appreciation for the current communications channels, as they have been helpful for informing their local communities about the CPAA including CHOICE's PowerPoint presentation that gives an overview of the CPAA.

ACTION: Staff will send out the PowerPoint to the whole council so that members can personalize it for their needs.

Moving forward, it will be important for all members to have a unified message regarding CPAA activities as well as CHOICE being informed on the outreach and community engagement council members are doing. Backbone staff sees the CPAA website and newsletter as a potential hub for sharing this information.

II. Finance Committee Development

As the CPAA continues to think about sustainability and plan for future funding opportunities, it will be prudent for the council to be more engaged in the accountability and planning of the finances that come through the backbone organization. To this end, a charter has been drafted for a CPAA finance committee, and asked for the Support Team's feedback, keeping in mind that this charter is independent of the Global Waiver funds conversation. (If the CPAA becomes a "coordinating entity" under the HCA's Global Waiver plan, additional structures may need to develop.)

The Support Team agrees that there should be a finance committee, and sees a need for two different support roles. The group would like the finance committee itself to be focused on reviewing CPAA financial reports and budgets, which supporting staff would develop to recommend to the Council for approval on a quarterly basis. The second supporting role regarding finances is fund development. The fund development role includes reviewing and considering whether the funding opportunities are strategically aligned with the CPAA. The Support Team agrees that they



can take on this role with the understanding that the CPAA's committees should be flexible as the health care landscape continues to change.

ACTION: Staff will revise the finance committee charter, send one more draft out to the Support Team, get approval from the Council at the September 10th meeting, and then begin recruiting members to serve on the committee.

III. Regional Health Improvement Plan (RHIP)

RHIP document is updated to reflect the prioritization work that was accomplished at the July Council meeting. In addition to affirming the cross-cutting themes of our priority areas, the Council will continue to prioritize and discuss potential actionable project ideas at the Sept. 10th meeting. The Support Team expressed a desire for the CPAA to develop a balanced portfolio of strategies that will result in short, medium, and long-term successes in order to cater to a broad spectrum of investment possibilities while addressing all or most of our priority areas.

IV. Global Waiver Discussion

The HCA submitted their Global Waiver application to CMS on August 24th. CMS has 15 days to review the application before beginning the 30-day public comment period; the estimated public comment period is September 9th through October 9th. During that time, it would be prudent for the CPAA Council to submit and publish a letter of support/commitment to the HCA regarding its global waiver plans. The Support Team agrees there should be a "pulse check" at the Sept. 10th meeting regarding whether the Council is ready to commit to the Global Waiver concept. Staff will then work with the Support Team to draft the letter and have the Council give final approval at the October Council meeting.

V. September Council Meeting Agenda

The Support Team would like to include 5-10 minutes for a Youth Behavioral Health Project update, and also allow more time for RHIP prioritization and action brainstorm.

VI. Additional Updates

CHOICE asks the Support Team to consider what technical assistance would be helpful to the CPAA, as the HCA is offering approximately 40 hours of technical assistance, which expires January 1, 2016. The Support Team initially recommends data strategy, and sustainability/shared savings models as areas the CPAA would benefit from technical assistance. CHOICE will continue to explore the technical assistance options, and will ask for final approval from the Council later this fall.



VII. Next Steps

- The Next CPAA Council Meeting is scheduled for **September 10, 2015, 1:00–4:00PM at Summit Pacific Medical Center.**
- The Power of Data & Achieving Strong Community Engagement workshop is scheduled for **September 23, 2015, 8:00AM–5:00PM at the new SPSCC Campus in Lacey.** A flyer about this event will be distributed next week. Please RSVP to lechnerk@crhn.org.
- The next Support Team meeting is scheduled for **September 24, 2015, 1:30–3:30PM via teleconference.**