



## CPAA Support Team

### Meeting Summary, 11/19/2015

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On Thursday, November 19th, 2015, the CPAA Support Team gathered via teleconference for a meeting to prepare for the December 10th Council meeting.

#### **I. Review Support Team Charter**

The Support Team reviewed an early draft of a Support Team Charter and gave some initial feedback:

- Include language emphasizing the need for sectoral and regional balance on the Support Team.
- Each county should collectively decide on a minimum and maximum number of representatives from respective sectors to serve.
- Include language to align with the Support Team's role as a "sounding board" for what work should go back to the full Council and what work has enough support and agreement to be adopted without full Council approval.
- Clarify parameters of what the Support Team can and cannot approve without Council involvement.
- Sensitivity to not overstep the Council's purpose.
- Language noting that the Support Team is not a decision-making body.

Next Steps: The Support Team agreed that the work to finalize a draft for the Council to approve should be pushed to the January meeting date. In the coming weeks, the CHOICE staff will review and edit the Support Team charter to revise a near final draft for the next Support Team meeting on December 17<sup>th</sup>.

#### **II. Regional Health Improvement Plan**

The Support Team discussed how to best approach the development of the Regional Health Improvement Plan during the December 10<sup>th</sup> Council meeting. While it was originally suggested that the Support Team narrow the 9 currently identified strategies down, it was decided that more research and information was needed to further advance each strategy. A list of questions was created that the Support Team agreed needed to be answered by Council members and content experts in order to confidently select actionable next steps. The questions that will be developed into a brief for each of the 9 strategies are:

- What does the strategy look like in terms of execution and implementation?
- What is the infrastructure needed to support and implement the strategy?
- What are the resources available currently and still needed?
- What is the level of stakeholder commitment for this strategy?
- What are the policy implications?



- What is the timeline for Return on Investment (ROI)?
- What is the timeline for implementation?
- What are the funding mechanisms in place or needed?
- Does this strategy align with the Global Waiver and potential transformation projects?

Next Steps: CHOICE staff will develop a brief for each of the 9 strategies currently identified in the RHIP. Each brief will have an outline of the questions developed by the Support Team. The first iteration of this document will be presented to the lead workgroup members for any revisions and then distributed to the full Council for completion prior to the December 10<sup>th</sup> Council meeting.

### **III. Global Waiver**

The Support Team was provided with a newly released document from the Health Care Authority outlining the development of a transformation project list. This is the first of many conversations with the CPAA Council regarding this Global Waiver topic. The Support Team discussed that while developing RHIP strategies and potential projects, keeping in mind a frame of reference for how each strategy aligns with the Global Waiver was important. During the Council meeting, developing a transformation project list will be discussed further including any call to action from the Council or potential decision point needed.

### **IV. Sustainability Plan Development**

The Support Team reviewed the Sustainability Pathways document in order to begin the conversation of developing a Sustainability Plan. The Support Team agreed that a small workgroup was needed in order to further review the process moving forward and to create an outline work plan for the 2016 year using the current document as a framework. It was noted that in building out this plan, the language should be clear in stating that the CPAA in and of itself is what the sustainability plan is intended to preserve.

Next Steps: Caitlin Safford and Michael O'Neill have volunteered to further develop a Sustainability Plan with CHOICE staff to present to the Support Team during the December 17<sup>th</sup> meeting.

### **V. Communications and Engagement Plan**

The draft Communications and Engagement Plan was reviewed with the Support Team and is the same version that the Council was presented during the November meeting. The Support Team reviewed the volunteers that offered to work through the document and asked for additional support. Rena Cleland, Kat Latet, Liz Davis, and Dennis Mahar have volunteered to form a small workgroup to complete the next review and edit of the document.



Next Steps: CHOICE staff will send out a Word version of the Communications and Engagement Plan to the volunteers and ask for feedback of the document by **COB Monday, December 7**. The edited version will be distributed and reviewed by the full Council at the December 10<sup>th</sup> meeting.

## **VI. December Council Meeting Agenda**

The Support Team discussed changes to the December Council meeting agenda. The following is a list of edits that will be made to the final agenda:

- The Sustainability Plan development agenda item will be removed and bookmarked for the January Council meeting.
- The Support Team Charter review will be removed and bookmarked for the January Council meeting.
- Time for small group breakout sessions in both the Regional Health Improvement Plan section and the Medicaid Global Waiver section will be added.
- The CPAA past review and future outlook session will be shortened to 30 minutes to allow for more time in the agenda dedicated to the RHIP work.

## **VII. Next Steps**

- The Next CPAA Council Meeting is scheduled for **December 10, 2015, 1:00–4:00PM at Summit Pacific Medical Center.**
- The next Support Team meeting is scheduled for **December 17, 2015, 1:30–3:30PM via teleconference.**