



CPAA Support Team

Meeting Summary, 3/24/2016

On Thursday, March 24th, 2016, the CPAA Support Team gathered via teleconference for a meeting to prepare for the April 14th Council meeting.

I. Contract Deliverables

The Support Team reviewed the new contract deliverables from the Health Care Authority (HCA), which will be used alongside the CPAA Council's Strategic Conceptual Framework document to continue planning for the coming year. The HCA will also be distributing an Accountable Community of Health guideline document in early April, which will also influence the CPAA's deliverable work. The proposed budget for the current contract with HCA will be reviewed by the CPAA Finance Committee later this week and then be taken to the April 14th Council meeting for approval.

The Support Team discussed the need, as the CPAA uses all these guides for strategic planning, to continue fleshing out action plans in order to see where funding gaps are, while also ensuring that the CPAA has enough funding to continue building out its infrastructure.

II. Review HMA Recommendations Document

The Support Team reviewed a Memorandum from the Health Management Associates entitled ["Recommendations on Essential Components for an ACH related to the Medicaid Transformation waiver."](#) HCA contracted Health Management Associates (HMA) to help inform global waiver planning document, and distributed this memo to Accountable Community of Health (ACH) leaders at the recent ACH quarterly meeting. The Support Team noted that HMA's main suggestion was that ACHs become legal entities in order for HCA to contract directly with a "single point of accountability." The group discussed the fact that until CMS negotiations are complete, the CPAA has the opportunity to voice any concerns or recommendations it may have concerning the structure of becoming a coordinating entity. For example, the CPAA has intentionally organized as a collaborative alliance rather than a legal entity, in order to be effective in innovative action across sectors in the region.

The group agreed that the CPAA should seek out legal counsel to assist in drafting written recommendations, including specific reasoning for structural recommendations that would advance the CPAA's efforts to promote the Triple Aim. The group agreed that staff should draft an outline document to guide Council discussion on this CPAA recommendation document. Staff will email the draft outline to the Support Team for review, and then bring the document to the April Council meeting for discussion. The final recommendations will be brought to the May Council meeting for approval before submission to HCA.



III. Pulse Check on becoming a Coordinating Entity

The Support Team discussed when the Council should have a pulse check on the opinion of whether the CPAA should become a coordinating entity for global waiver activities. The group also suggested asking for the Council's thoughts on possible concerns and opportunities with becoming a coordinating entity, and holding this pulse check prior to the discussion about the HMA recommendations.

IV. Council Meeting Format

The Support Team had formerly discussed the pros and cons of having work groups use Council meeting time to convene. After trying one approach to having the RHIP work groups share information at the March Council meeting, the group agreed that it was not the best use of Council meeting time, and that the RHIP work groups should set up separate times to meet. The Support Team had also formerly discussed having updates from local forums at Council meetings, and now agreed that having round-robin style updates may not be the most valuable use of Council meeting time. Instead, the suggestion was made to ensure that local forum presentations truly add to Council understanding of sector systems and community characteristics. The Support Team is collectively of the opinion that Council meetings should focus on making decisions tied to contract deliverables, strategic planning, and monitoring of CPAA activities. The group also requested that staff provide healthy snacks for Council meetings.

V. Council and Support Team Charters

The group agreed that the Support Team Charter accurately described the purpose of the Support Team, and made some suggested edits on the document. Backbone staff will incorporate edits to soften the language in order to encourage Support Team membership and cross-sector participation and ensure enough flexibility for action. Since the Support Team is not a decision-making body, the group agreed that formalizing alternate membership was unnecessary, but the Charter should include some formality about how members are added to the Support Team. Staff will bring an updated Charter, including a matrix of current Support Team membership, to the April Council meeting for review and approval.

The Support Team also reviewed a draft Council Charter, which backbone staff had compiled using content from several already approved CPAA documents. The updated Council Charter will also be reviewed for approval at the April Council Meeting. The Support Team suggested that once that document is finalized, it should be available at all future Council meetings as an informative tool for new members and visitors.

VI. Local Forum Shared Learning Structure

The Support Team had already discussed how to best use Council meeting time for sharing local forum insights. With the earlier suggestions in mind, the group agreed that for the April Council meeting, two or three local forum representatives should share some of their current challenges and successes, especially regarding local forum structure and process.



VII. April Council Meeting Agenda

After reviewing the agenda for the April 14th Council meeting, the Support Team agreed that the discussion on meeting format should be shortened in order to have more time for the global waiver coordinating entity discussion. A finalized Council meeting agenda will be made available prior to the April 14th meeting.

VIII. Next Steps

- The Next CPAA Council Meeting is scheduled for **April 14th, 2016, 1:00–4:00PM** at Summit Pacific Medical Center.
- The next Support Team meeting is scheduled for **April 28th, 2016, 1:30–3:30PM** via teleconference.