

**Frederick County HealthCare Coalition Executive Board
Meeting Minutes
April 25, 2019**

Present: Gloria Bamforth (chaired meeting at Jenny Morgan's request), Denise Barton, Barbara Brookmyer, Elizabeth Chung, Lori Dembeck, Miriam Dobson, Melinda Hite, Janet Jones, Heather Kirby, Cynthia Terl, Diane Tomasky (on phone), Rissah Watkins

1. Work Group Reports

A. ACEs

Malcolm reported for Pilar. ACEs Work Group agreed to create two logic models to present to the Coalition Board for Cycle 4 on ACEs overall and ACEs Screening for Pediatric Primary Care. These will be presented in draft at their May 9 meeting and then voted on at the June 13 meeting. The WG anticipates creating additional logic models as their planning progresses but not in order to meet the June 27 deadline. See notes below under old business regarding discussion of due dates.

At the April 11 meeting, the ACEs Workgroup heard two informative presentations — one on the Medicare Waiver and Maryland Primary Care Transformation as well as one on Medicaid. Thank you to Heather Kirby for arranging Christian Gomes' presentation.

And thank you to Miriam for helping to connect them to Norma Sacoman of the FCHD to provide the Medicaid overview. They really encourage other Work Groups to hear Christian's presentation. Right now these Primary Care Transformation changes are just affecting Medicare beneficiaries through the end of 2023. The conversation within the ACEs Work Group focused on the need to identify disaggregated health quality indicators that are specific to maternal, infant, and children's health, if these changes begin to be implemented for all payers as the next iteration.

ACEs Work Group continues to focus on experiential approaches to awareness building. They played the Brain Architecture game at the AACF/YMCA event on Saturday. Thanks to the Judy Center, this game will be used to share brain development and the impact of ACEs with FCPS preschool and K teachers as well as the general public (primarily parents) at this weekend's Children's Festival.

B. Behavioral Health Work Group

Melinda Hite reported that they are working on identifying who will lead each of three subgroups, each with own logic model, reflected in one action plan for the entire Work Group. New people, that is persons new to the Work Group since the 3rd cycle, are engaged.

C. Chronic Conditions

Heather Kirby reported that they may change the WG name. Logic model training completed and will develop a logic model for each of youth obesity and for colorectal cancer screening.

2. Old Business

A. Work Group Cycle 4 Due Dates and Integration with FMH Planning

In preparation for the Coalition Board June 27 meeting agenda item – presentation of WG Cycle 4 logic models and action plans, WGs are to send the documents to Lori Dembeck by June 20 to then be distributed in advance to the Coalition Board distribution list.

Denise Barton explained Dr. Manny Casiano is the lead and by September FRHS must have implementation strategy communicating the FRHS role in connecting to the action plans. The IRS does not require FMH to participate in any of the community work groups and action plans. How and in what format the Work Group information will be provided to the FMH Board will be communicated later and will also communicate how Work Groups will learn of the FMH decision. Denise to share Work Group interest with Dr. Casiano and relay back his response. Staff time and funding requests would need to tie to logic models as FMH Board has overall accountability for resource allocation and also accountability to IRS for identifying how connections are made to the WG logic models and action plans.

B. By Laws Review

Executive Committee (Jenny Morgan and Gloria Bamforth) are still discussing draft pulled together by Cynthia Terl. Gloria reported that they plan to review the current bylaws regarding how to establish a bylaws committee and then Jenny as the president will establish such a committee and will discuss who will be on the committee. There was much discussion and confusion as persons present who attended the February meeting reported understanding that Jenny, as president, had established the ad hoc committee to review the bylaws and that Cynthia Terl was designated as the lead for that effort and has been functioning in that role. Jenny had previously approved the bylaws ad hoc committee. Gloria stated that as a cycle 3 WG lead, Cynthia is no longer technically a Board member and is therefore not eligible to serve on the committee established by Jenny. As part of the discussion of the motion in the February meeting to approve the formation of an ad hoc bylaws committee there was a suggestion to invite participation of persons who aren't currently serving on the Board, like Pat Hanberry. No motion made or vote taken. Gloria plans to talk to Jenny as the Executive Committee.

C. Explore New Meeting Time

The Doodle poll results were reviewed for the request for a recurring meeting time on the 4th Tuesday of every month. Third cycle and 1 or two representatives for each WG were included on the Doodle poll, but not other persons who aren't technically on the Board, like Lori Dembeck and Rissah Watkins.

This will be a monthly recurring meeting on the fourth Tuesday of the month. Please respond by April 18. Thanks, Betty.

All times displayed in America/New York

	Apr 23 TUE 9:00 AM - 9:30 AM	Apr 23 TUE 9:30 AM - 10:00 AM	Apr 23 TUE 10:00 AM - 2:00 PM	Apr 23 TUE 3:00 PM - 4:00 PM	Apr 23 TUE 4:00 PM - 5:00 PM
9 participants	2	6	3	1	6
Pilar Olivo	✓	✓			
Cynthia Terl					✓
Melinda			✓		✓
Elizabeth			✓		✓
Miriam (Health/CHS)			✓		✓
Barbara (Health/Community Affairs)	✓	✓	✓		✓
Jennv			✓	✓	✓
Janet		✓			✓
Gloria Bamforth			✓		✓

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Gloria asked that a new Doodle poll be distributed to seek another time that would promote greater attendance and also not present conflicts for Jenny Morgan and herself as the current day and time does. Since the cycle 3 WGs have ended, the cycle 3 WG leads will not be included in the Doodle poll. The cycle 4 WG leads, or more correctly, WG representatives who will serve on the Board as they do not have to be the same person as the lead for the WG, will be decided based upon after the regular meeting schedule is set. Malcolm to be added to the Doodle poll as a second person for the ACEs WG since the other 2 WGs currently have the benefit of 2 people responding with their availability.

Cynthia Terl expressed interest in serving as a Board member representing the treatment community. Gloria Bamforth recommended following the process established in the bylaws in an interest to begin to take action consistent with the bylaws.

3. New Business

A. Board Composition

Elizabeth and Cynthia suggested establishing a nominating committee to improve the composition by including more sector representatives. No motion made or vote taken.

B. Infrastructure Support

Elizabeth Chung recommended that the Coalition pursue funding to enable the funding of an Executive Director who could help take the organization and its mission to the next level. No motion made or vote taken.

C. Purpose of the Coalition

There was a brief discussion of the Coalition's purpose and the benefit of strategic planning. No motion made or vote taken.