

Southeastern Health Collaborative (SHC)			
2.17.2016		12:30 – 1:30 p.m.	Southeastern Idaho Public Health, Pocatello
Type of Meeting:	Executive Committee Meeting		
Recorder:	Mandi Nelson		
Attended:	Dr. Bill Woodhouse, Dr. Mark Horrocks, Maggie Mann, Tracy McCulloch, Rhonda D'Amico, Allison Palmer, Mandi Nelson		
SHIP Updates: Round Robin			
All Attendees			
Discussion	<ul style="list-style-type: none"> <li>The minutes from our last SHC Executive Committee meeting held on 1/20/16 were approved by vote. Rhonda will submit the minutes to IT to be uploaded on the SIPH SHIP Webpage to be available for public view.</li> <li>Our QI/QA Specialist, Allison, reported on the Health Management Associates (HMA) and Brilljent trainings that she's completed. There have been two webinars this month. The first was held on February 5<sup>th</sup> which taught QI/QA Specialists how to use the PCMH Self-Assessment tool (PCMH-A). The second webinar was on February 16<sup>th</sup>. It was the first opportunity for the chosen clinic representatives to virtually meet Brilljent, HMA, and PHD SHIP Staff. Kymberlee Schreiber (PCMH Project Manager) sent an email revealing new guidance to the QI/QA Specialists. It informed them that they will not be conducting the PCMH-A assessment on the clinics. Each clinic will self-assess and bring the results to the Learning Collaborative in Boise on March 2<sup>nd</sup> and 3<sup>rd</sup>. The PCMH-A will help HMA create a unique transformation plan for each clinic. Clinics that are already recognized are instructed to bring their most recent self-assessment.</li> <li>It was unknown for certainty whether every clinic contract has been signed at this point, although every clinic has had the opportunity.</li> <li>The names of the cohort 1 non-selected clinics were released which included: 3 Health West sites, Firth Medical Center, Primary Care Specialists, and Family Practice Group dba InterMountain Medical Clinic. Future action to keep these clinics involved was briefly discussed. Dr. Woodhouse mentioned inviting these clinics to Hospital CME (Continued Medical Education) presentations. No detailed feedback was provided explaining why these clinics were not selected for cohort 1.</li> <li>Rhonda reported on meetings and presentations she's been to with other agencies and potential MHN partners. She has been to Idaho Oral Health Network regional meetings, an Encompass Health presentation called "Alive Inside", and a meeting with Traci Treasure from Qualis. She referred Traci from Qualis to our Public Health Preparedness Liaison, Devin Hughes.</li> </ul>		
Action Items:	Person Responsible	Deadline	
Upload 1/20/16 meeting minutes to SIPH SHIP webpage	Rhonda D'Amico	2/26/16	
RC Mission and Tier Descriptions			
Rhonda D'Amico			
Discussion	<ul style="list-style-type: none"> <li>Rhonda presented drafts for an RC mission statement. After some deliberation from the committee, she will make minor changes and send out a final draft for review and approval.</li> <li>Facilitation of the meetings for each SHC tier was decided: Rhonda facilitates the Executive Committee meeting, Dr. Horrocks will facilitate the Clinic Committee meetings, and Dr. Woodhouse agreed to facilitate the Medical Health Neighborhood meetings. The Clinic Committee's primary function will be to coach PCMH Transformation. It is expected that each clinic will have unique challenges; the committee will give them a chance for round table discussions to help overcome those barriers. Members of the Clinic Committee will be asked to identify their own priorities and will drive the process of the Medical Health Neighborhood. The purposed purpose of the MHN is to strengthen and create clear referral networks and address regional gaps in healthcare services and health outcomes. The Clinic Committee members will be asked who they would like to be invited as a member of the MHN. SIPH's Home Visitation program has referral resources contact lists available for use. The EC would like the chosen clinics to come up with their own list of referrals.</li> <li>It was evident that a clear communication line for clinics to contact the Executive Committee is necessary. Rhonda will talk with SIPH's IT staff about setting up an email account for this purpose. Executive Committee members will have access to this account.</li> <li>Rhonda will contact the clinic representatives that will be going to the March Learning Collaborative. She will request that they bring a list of regional healthcare partners with whom they have strong</li> </ul>		



	<p>referral processes. Determining the membership of the MHN will be an agenda item for their first meeting. There, they will schedule the second Clinic Committee Meeting. The first MHN meeting will be determined by direction of the Clinic Committee.</p> <ul style="list-style-type: none"> <li>It was requested by Dr. Woodhouse to start each email subject line with "SHC SHIP..." to highlight emails for the Executive Committee.</li> </ul>		
		<b>Person Responsible</b>	<b>Deadline</b>
	Send out RC Mission Statement for review	Rhonda D'Amico	2/26/16
	Create an Email account for Clinic Committee question submission	Rhonda D'Amico	2/26/16
	Contact cohort 1 clinics about meeting at the Learning Collaborative	Rhonda D'Amico	2/26/16
	Add MHN Membership to Clinic Committee Agenda	Mark Horrocks	3/2/16
<b>Upcoming Events</b>			
<b>Discussion</b>	<ul style="list-style-type: none"> <li>Rhonda and Allison will attend the PCMH Training in Boise on February 29<sup>th</sup> and March 1<sup>st</sup>. Dr. Horrocks and the other cohort 1 representatives will join them on March 2<sup>nd</sup> and March 3<sup>rd</sup> for the PCMH Learning Collaborative.</li> </ul>		
	<b>Action Items:</b>	<b>Person Responsible</b>	<b>Deadline</b>
	The next SHC Executive Committee Meeting was scheduled for March 16, 2016 at 12:30 p.m. in the board room at Southeastern Idaho Public Health. Send a headshot photo for the SHIP webpage.	Dr. Woodhouse	3/18/16

MN 2/17/16