

<b>MINUTES</b>		
<b>Date: 1/8/20</b>	Time: 2:00 PM – 4:00 PM	Location: 15 Innovation Way
<b>ATTENDEES</b>		
Matt Swanson	Steven Kushner	Kara Odom Walker
Cindy Bo	Rita Landgraf	Faith Rentz
Traci Bolander	Emmilyn Lawson	Cydney Teal
Nancy Fan	Jan Lee	Andrew Wilson
Todd Graham	Lolita Lopez	
Kathy Janvier	Nicholas Morello	
<b>EXECUTIVE STAFF</b>	Julane Armbrister	Claudia Kane
<b>GUESTS</b>	Will Davis	Terrilynn Palmer, DHIN
<b>ABSENT:</b>	Kent Evans	Gary Siegelman
Topic	Discussion	
<b>Board Business (Matt, Cindy)</b>	<ul style="list-style-type: none"> <li>• December 11, 2019 Minutes: Approved as submitted.</li> <li>• Matt introduced and welcomed new board members Dr. Cydney Teal and Todd Graham.</li> </ul> <p><b><u>Update – Employer Engagement Discussion</u></b>            Matt shared highlights from a preliminary small group meeting with Kent, to explore opportunities to advance an employer engagement initiative. A proposed, early goal would be to better cultivate relationships with the employer community, which has been absent from the broader collaborative discussion of payment and health care reform in Delaware. A project proposal was drafted and will be used to outline the goals and deliverables around forming an employer engagement workgroup. Currently Matt and Kent are reaching out to employer groups i.e. Employer Association (DE Business Round table) and Chamber of Commerce, to garner ideas on how to potentially collaborate and build a construct for this work.</p> <p><b><u>2019 Financial Status – Year and Report</u></b>            Will Davis, DCHI accountant, reviewed the 2019 year-end financial statements and projected cash flow projections for 2020. A copy of the Financial Statements and cash projections statement were provided to the board. The financial performance is in-line with the budget and our typical outlook for this time of the year. DCHI will pursue fund development as in previous years, but also seek support from foundation opportunities.</p> <p><b><u>Nominating Committee</u></b>            Cindy Bo presented the following slate for Board Treasurer and DCHI Committee members to the board for vote:</p> <ol style="list-style-type: none"> <li>1) <i>Voting for Officer - Treasurer</i> <ul style="list-style-type: none"> <li>• Todd Graham - Unanimously Approved</li> </ul> </li> <li>2) <i>Voting for Standing Committees</i> <ul style="list-style-type: none"> <li>• Clinical Committee – unanimously approved Nancy reviewed the changes in committee membership for 2020: she shared that David Bercauw will no longer be participating; Steven Kushner</li> </ul> </li> </ol>	



	<p>will be joining the committee; and that Sara Stovin’s continued participation would be confirmed.</p> <ul style="list-style-type: none"> <li>• Patient and Consumer Advisory Committee– unanimously approved</li> </ul> <p>Rita reviewed the changes in committee membership for 2020: she shared that Joanne Hasse and Brian Olson can no longer participate. Rita commented on the valued participation of both Joanne and Brian as long-term members of the committee. She would like to engage someone again from the League of Women Voters and will reach out to Joanne for a recommendation. She shared that while Brian Olson cannot serve on the committee, he offered to be of support for any work in either Sussex County or with the FQHC. Will be adding Charita Jackson-Durosinmi as a representative from a Kent County FQHC (Westside Family Healthcare).</p> <p>3) <i>Overview of Payment Workgroup Members</i></p> <p>Traci Bolander shared the list of members as an FYI</p> <p><b><u>Discussion of Bylaws - proposed revisions</u></b></p> <p>Julane reviewed proposed changes or questions regarding the bylaws that have been discussed by the board members over the past few months. The Board provided guidance to proceed with drafting the following changes for legal review:</p> <ul style="list-style-type: none"> <li>• <b>Article III Board of Directors</b> – change (iii) to read at least two (2) practicing primary care clinicians – Approved</li> <li>• Article III section 3.2 Composition and Qualifications, Change (Non-Voting Directors, [i] to read The Senior Administrative Staff member as determined by the Board; Note change to reference to Executive Director’s position be consistent throughout. – Approved (take out FT)</li> <li>• Section 3.5 Meetings and Notifications – change annual meeting date to December to be consistent with precedent. – Approved</li> <li>• <b>Article IV: Section 4.2: Standing Committees:</b> Review to either leave the list as is or to eliminate any of the currently designated standing committees. Language can be changed to allow for flexibility to reestablish inactive standing committees, leaving the list as is or to include new planned standing committees. Decision made to have the flexibility to initiate or decommission committees without changes to the bylaws. - Approved</li> <li>• <b>ARTICLE IV-COMMITTEES:</b> Specify inclusion of Work Groups - Approved</li> <li>• Article IV - Section 4.3, 4.4.: Special Committees: Language added to clarify composition and selection of members for special committees and work groups, and the election of chairpersons for such committees/ work groups. - Approved</li> <li>• Section 4.5: Term: Recommend extending terms for committee members to at least two (2) years - Approved</li> <li>• Section 4.6: Committee and Work Group Procedures: Recommend adding language to clarify procedures for capturing and maintaining minutes for Standing Committees and internal notes for Special Committees and</li> </ul>
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	<p>Work Groups, as well the expectation that all committees and groups will report regularly to the Board of Directors. - Approved</p> <ul style="list-style-type: none"> <li>• <b>ARTICLE V-OFFICERS:</b> Change reference to Executive Director’s position to be consistent throughout. - Approved</li> <li>• Sections 5.1: Add Executive Vice Chairperson as new officer position and add new section about role of EVC. – Approved</li> <li>• <b>The Board agreed to keep Article II as is: Maintain status with DHIN as sole member of DCHI—Approved.</b></li> </ul>
<p><b>DHIN Presentation</b></p>	<p>TerriLynn Palmer, DHIN Director of Data Analytics, shared an update on the DE Health Care Claims Database. The focus of the work at DHIN has been on population health, payment schemas and cost of care, etc. Currently working on total cost of primary care.</p> <p>Challenges and issues for further resolution include: DHIN has worked for almost two years onboarding the payers to use the healthcare claims database but haven’t been able to address the specific barriers for provider capabilities yet.</p> <p>Areas for input or collaboration with DCHI discussion:</p> <ol style="list-style-type: none"> <li>1) Address issue of lack of data from Self-Funded Plans: This may be a priority agenda for the emerging DCHI employer work group. Topics for discussion and input may include informing the employer community about the potential value of the healthcare claims database, its utility and how to access it. The State Employee Benefits Committee is the first self-insured employer that is voluntarily submitting data.</li> <li>2) A potential barrier to the participation of self-insured employers in the HCCD is the administrative cost associated with submitting data to the HCCD. DHIN stressed the need to help inform the self-funded employers about the ROI for the cost of participation in the HCCD Employers questions – what is the return on investment and how quick is that return on investment? There was agreement that engaging the self-insured employers in conversation to address and discuss these issues may be valuable in promoting the use of, and participation in the HCCD</li> <li>3) Questions raised for possible exploration by the clinical committee included: – what information is needed by providers as they continue to build the healthcare claims database? What kind of reports are need, and filters to extract in more detail?</li> <li>4) Other discussion addressed the HCCD fee schedule. The fee schedule – information is available on the website.</li> </ol>
<p><b>Strategic Communication and Engagement</b></p>	<p>Matt discussed efforts to renew conversations around the need to reassess and/or redefine a statewide vision for innovation and health care reform. He reiterated that the SIM grant provided a backbone and roadmap to guide much of the conversation and direction up to this point. He posed the question regarding the need to convene the larger DE community again to develop a shared vision for innovation; this will give more structure the work ahead across stakeholders. He acknowledged that there is strategic planning going on in healthcare in different places but questioned if there is broad agreement on the need, as well as a way to bring these conversations together for collaborative visioning?</p>

	<p>Matt reviewed the SIM Driver Diagram which was the original construct for the driving the SIM work. He suggested we use the lens of innovation to promote a new framework for driving the focus, implementation strategies, and analysis and reporting for a new vision that builds upon the past work.</p> <p>Currently the Executive Team plans to outreach to a variety of stakeholders to better understand how they are approaching continued work toward innovation and health care reform to drive collective impact: and to drive a more deliberate shared conversation and in defined areas around a common vision. Board members were asked to provide further feedback on the concept and approach.</p>		
<b>DCHI Committee Reports Emmilyn/Traci</b>	<p><b>Payment Work Group</b> Updates shared; no further questions Priority areas/goals shared. No questions or concerns.</p>		
<b>Public Comment</b>	None		
<b>Resumed Public Session: Vote on Clinical Committee Co-Chair</b>	<p><i>Clinical Committee Co-Chair</i></p> <ul style="list-style-type: none"> <li>• Donna Gunkel as Co-Chair <ul style="list-style-type: none"> <li>- Unanimously Approved</li> </ul> </li> </ul>		
ACTION ITEMS AND NEXT STEPS			
OWNER	ACTION ITEM	DUE DATE	STATUS
Julane	Submit approved proposed changes to the Bylaws to DCHI's legal counsel for review and finalization	2/10/20	
Matt/Kent/Rita	Explore opportunity for DCHI's emerging Employer Work Group to prioritize how to address the gap in data from Self-Funded Plans in the HCCD—how to engage this sector of stakeholders in the discussion and in participation in the HCCD?		
Nancy/Stephen	Bring the HCCD topic to clinical committee; Solicit input from committee member to help - define the questions and data needs of providers with respect to the HCCD, including what types of reports or provider level data is needed? DHIN is seeking specificity.	1/14/20	Part of Forum Focus
Board members	Provide feedback to the Executive Committee on the need and approach for strategic statewide visioning and planning around innovation in healthcare in support of healthcare reform.	2/12/20	
<b>Board Approvals/ Resolutions</b>	Todd Graham officially appointed Treasurer.		
	Standing committee member rosters unanimously approved		
	Draft By Law changes--- unanimously approved to submit draft with changes as noted by the board to legal counsel for review		
	Donna Gunkel: Position of Co-chairperson for the Clinical Committee unanimously approved		

**Next Meeting: February 12, 2020 at 15 Innovation Way; Newark, DE 19716**