



HH ALLIANCE Steering Committee

Date / Time:	4/2/19
Location:	By Phone
Conference Call Info:	1-408-826-0365
Recorder:	Lynette Harvey

Invitees---**Bold indicates attendance**

NAME	POSITION	EMAIL
Laura Zarate	Manager of Case Management	laura.zarate@changehealthcare.com
Molly Buck	Marketing Director	mollyb@losrobleshomework.com
Cerri Mansfield	<i>Administrative Assistant</i>	Cerri.Mansfield@ventura.org
Shelley Chilton	Administrator	Shelley@accessstlc.com
Bonnie Subira	Project Manager Population Health	bsubira@cmhshealth.org
Matthew Tufte	VCMC	Matthew.tufte@ventura.org
Sue Tatangelo	Chief Resource Officer	statangelo@camhealth.com
Lynette Harvey	Clinical Service Director	lynetteh@camhealth.com
Sally Grove	Care Coordination, Post-Acute Manager	Sally.Grove@dignityhealth.org
Frances Foy	Administrator	francesf@coastalviewhcc.com

#	Topic	Action Items
1	Discuss how to increase engagement of Alliance members	<p>Discussion of how we still have members of the Alliance that show up to meetings but may not be engaged in the work. Sally reported that the SNF Criteria group had a good meeting and seems to now be engaged and willing to work on items. Goal is to get all engaged and work assignments equal with all participating. The committee would like to draft a protocol regarding who needs to be contacted at each facility to address a concern or barrier and how will we give updates or feedback on how that is being handled so that loopback of information is done and a concern is not lost.</p> <p>Action: Lynette will send an email to each committee chairperson and ask them to regroup at the beginning of their next meeting with the following on the agenda:</p> <ul style="list-style-type: none"> ● Who Is on the committee? ● What are the roles or actions that each member is taking on? ● Is the work evenly distributed or does the work need rebalancing? ● Are we maintaining an attitude of collaboration/comradery? ●
2	Create PPT template for Quarterly	<p>Laura drafted a PPT template and sent it out and it was reviewed.</p> <p>Action: Frances, Shelley/Molly, Bonnie, Sally and Sue to review and give feedback before we finalize so will bring back to next committee meeting.</p>
3	Develop guest attendee process	<p>Laura drafted the guess attendee policy and it was reviewed. Laura, Matthew and Lynette discussed that perhaps we do not need this for subcommittee presenters but we should have it for attendees at meetings so we have some idea or who is attending. Matthew stated that he would like to have at least one meeting per year where anyone from the outside could come and hear about the Alliance. Lynette suggested that perhaps the event that we are putting on for the SCAN grant would be a venue for them to hear about the Alliance and see one of the things that we are working on.</p> <p>Action: Bring back to Steering Committee in 2 weeks for finalization once Frances, Shelley/Molly, Sally, Sue and Bonnie have reviewed.</p>

4	Confirm SCAN grant application	<p>Lynette reported that we did get the SCAN grant, including \$5000 for advocacy and another \$5000 to put on a local public forum event. Sue outlined a draft of the event and a committee will need to form and meet very soon to get the farm team of politicians contacted and booked asap. We will have a keynote speaker and some panels at the event to discuss aging & population growth, health care and LTSS in CA and priorities/perspectives for Ventura County. We will then record the outcomes of the meeting and print a report to be used to share information. Anticipate 300 attendees including Hannah Beth Jackson, Monique Limon, Jacqui Irwin, Ventura County Board of Supervisors, mayors, as well as the general public and those of us who work in the public sector.</p> <p>Action: Sue will send out an invite asap for a meeting tentatively for next week to get started on plan.</p>
5	Update on signed Charter forms	Tabled until the next meeting when Cerri can report out
6	Dementia Live and Dementia Friendly Training	<p>Bonnie stated that Monday, April 22nd and Monday, April 29th have been set aside for training the Alliance entities on Dementia Live and Dementia Friendly Ventura County Health Care arena training. This will be held at the Camarillo Health Care District and will have 4 slots at 9a, 10:30, 1 pm and 2:30 each day and each entity will be asked to send at least 2 people to represent them in this endeavor.</p> <p>Action: Bonnie will send an email out to HHAVC members and ask them to email Blair at blairc@camhealth.com with their desired times for their company/facility for the 22nd; once that is filled, she will send another for the 29th.</p>
7	New HSAG representative	<p>Sally reported that there is a new HSAG rep for our area, Lindsay Holland, who is currently meeting with the SNFs and talking about readmissions. Sally talked with her and gave her a brief overview/history of the Alliance.</p> <p>Action: Sally will invite her to a lunch meeting with a few of the Steering Committee members to hear what the vision of the Alliance is and what we are working on and then to hear what she envisions for herself and HSAG in our area. Date confirmed for 4/26 at 12:30 -1:30 PM at SeaView IPA.</p>
8	Adjourned	

NEXT MEETING:

Draft protocol for who needs to be contacted at each facility/entity to address a concern or barrier and then protocol for a loopback process so that feedback on concern is not lost.