# HealthierHere

## *Governing Board Meeting – February 2, 2023, 1:00pm – 3:00pm (Virtual)*

### MEETING GOALS

The objectives of today's meeting are to: (1) approve HealthierHere's 2023 administrative budget, (2) and receive updates on HealthierHere's new website, board member appointment process and policy/ legislative work.

### AGENDA

**1:00 pm**    **Governing Board Retreat: Executive Search**
*\* Closed session for Governing Board members & delegates only \**

**Public Meeting Starts at 1:30**

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| **1:30 pm** | 1) | **Land Acknowledgement** | *Michael McKee, HealthierHere* |
| **1:35 pm** | 2) | **Welcome & Introductions**<br>• Meeting Goals/Agenda | *Shelley Cooper-Ashford & Jeff Sakuma,*<br>*Board Co-Chairs* |
| **1:40 pm** | 3) | **Board Business**<br>• Approval of Jan. Meeting Minutes<br>• Interim CEO Report | *Shelley Cooper-Ashford & Jeff Sakuma,*<br>*Board Co-Chairs*<br>*Thuy Hua-Ly, HealthierHere* |
| **1:55 pm** | 4) | **Equity Moment** | *Jeff Foti, Board Member* |
| **2:10 pm** | 5) | **Finance**<br>• **Action Item:** 2023 Amended<br>Administrative Budget | *Thuy Hua-Ly, HealthierHere* |
| **2:20 pm** | 6) | **Communications**<br>• New Website Launch | *Graeme Aegerter, HealthierHere*<br>*Sue Eastman, Contractor* |
| **2:50 pm** | | **Public Comment** | |
| **2:55 pm** | | **Break** | |
| **3:00 pm** | 7) | **Board Governance**<br>• Board Member Appointment Process | *Thuy Hua-Ly, HealthierHere* |
| **3:05 pm** | 8) | **Policy / Legislative Session Update** | *Thuy Hua-Ly, HealthierHere* |
| **3:15 pm** | | **Adjourn** | |

**Next Meeting**:  March 2, 2023, 1-4pm (virtual & in-person option) At SeaMar Community Center: 9635 Des Moines Memorial Dr. S., Seattle 98108

*Governing Board Meeting Summary*
*January 12, 2023, 1:28 p.m. – 3:57 p.m.*
*Video Conferencing*

*Members Present*:  Abdulahi Osman (delegate for Falis Community Services),  Andrea Yip (delegate for Seattle/King County Aging & Disability Services), Betsy Lieberman (Betsy Lieberman Consulting), Christina Diego (delegate for Seattle Indian Health Board),  Daniel Malone (Downtown Emergency Service Center), Elizabeth Tail (Cowlitz Indian Tribe), Giselle Zapata-Garcia (Latinos Promoting Good Health), Isabel Jones ( delegate for King County Department of Community and Human Services), Jeff Sakuma (City of Seattle), Kevin Wang (delegate for Swedish), Lisa Yohalem (HealthPoint), Mario Paredes (Consejo Counseling and Referral Services), Michael Ninburg (Hepatitis Education Project),  Kristin Conn (Kaiser Permanente of WA), Roi-Martin Brown (Washington Community Action Network), Semra Riddle (Sound Cities Association),  Shelley Cooper-Ashford (Center for Multicultural Health), Steve Daschle (Southwest Youth and Family Services), and Tricia Madden (Harborview Medical Center).

*Members Not Present:* Ceil Erickson (Seattle Foundation), and Jeff Foti (Seattle Children's Hospital),

*Staff:* Abriel Johnny, Alexis Desrosiers, Catherine Seneviratne, Christine Berch, Graeme Aegerter, Jaspreet Malhotra, Laila Nimbalkar, Madelyn McCaslin, Marya Gingrey, Michael McKee, Myani Guetta-Gilbert, Monica De Leon, Thuy Hua-Ly, Tony Ke, and Christina Hulet (Consultant).

*Guests*: Chala Moore (Coordinated Care), Hali Willis (SCA), Laura Johnson (United Health Care), and Jeralee Anderson (Councilmember, City of Redmond).

## Governing Board Meeting
The Governing Board meeting, including board members, delegates, and the public, was called to order at 1:28pm.

## Welcome & Introductions
Thuy Hua-Ly welcomed everyone, and Shelly Cooper-Ashford reviewed the agenda.

## Board Business
Approval of the Minutes from December 1, 2022
The board reviewed and approved the December 1st meeting minutes.

Abstentions: Isabel Jones, Tricia Madden, and Andrea Yip

Executive's Report

Thuy Hua-Ly reviewed the CEO report. See page 5 of the pre-read packet for details. Thuy's highlights included:

- We are refreshing the Boards Strategic Priorities approved by the Board.
- For 2022 we pushed around 130 contracts surrounding the System Innovation Information
- HealthierHere is deeply engaged in the DOH work contract providing food and rental assistance through the program.
- Announcement of Myani Guetta departure from HealthierHere.

## Governance

Decision Memo: Governing Board Managed Care Organization Seat

Jeff Sakuma presented the review of the agenda item. The region's five Managed Care Organizations (MCOs) are responsible for nominating one representative to serve on HH's Governing Board. T Dr. Jay Fathi is the Plan President and Chief Executive Officers for Molina Healthcare of WA.  He served as Managing Director of Fathi Consulting LLC, President and CEO of Coordinated Care of WA, and Senior Medical Director of Primary Care and Community Health for Swedish Health Services/Providence Health and Services among other roles. The Executive Committee recommends the appointment of Dr. Jay Fathi for the MCO seat.

The board unanimously voted to approve the Governing Board Managed Care Organization Seat.

Abstentions: Roi-Martin Brown

## Equity Moment

Mario Paredes shared the meeting equity moment. Mario spoke about the full spectrum of being a Latino. He discussed the disparities in the language barriers that not all Latino countries are Spanish speaking and they have specific linguistic needs. Mario discussed the different ways external communities identify us such as Latino, Latinx, Hispanic, BIPOC but the individual doesn't put themselves in those categories.

The board had great feedback and conversation.

## Finance Update

Thuy Hua-Ly provided an update of the 2023 Amended Administrative Budget including:

- We didn't have a Finance Committee meeting in December after the December Governing Board meeting.
- Will be bringing proposals to the Finance Committee January 19, 2023
- We will bring the committee's recommendation back to the Board on February 2nd.

## Governance

<u>Decision Memo: 501c3 Board Evolution: Updated Member Roles and Responsibilities</u>
Shelly Cooper-Ashford and Jeff Sakuma reviewed the slides summarizing the process and recommendation. The recommendations are based on the feedback received from the Board in November and December.

Time was provided for Q & A by the Board and Community partners.

The board unanimously voted to approve the 501c3 Board Evolution: Updated Member Roles and Responsibilities

<u>Decision Memo: 501c3 Board Composition: Amended Board Composition</u>
Jeff Sakuma reviewed the slides summarizing the recommendation. The recommendations are based on the feedback received from the Executive Committee in November. The recommendation is to designate 1 of 5 existing "CBO/Social Determinants of Health" seats as an "Affordable Public & Supportive Housing" seat. This seat would be reserved for the Housing Development Consortium as lead entity to make candidate recommendation. The HDC has served as the lead entity for our previous housing seat.

The board unanimously voted to approve the 501c3 Board Composition: Amended Board Composition

Abstentions: Roi-Martin Brown and Giselle Zapata-Garcia

## Public Comment

No public comment was made.

## Regional Health Equity Network

Marya Gingrey provided an overview of the Regional Health Equity Network work plan including:

- Create a community of practice/ action network.
- Provide backbone support.
- Engage data partners to examine regional health disparities.
- Develop a regional vision to address systemic racism in our health and social systems.

Time was given for Q & A.

## Connect2Community Network

Michael McKee and Rim Cothren provided an overview of the Connect2Community Network including:

- What is Community Information Exchange? A unified network for community and clinical organizations to share data and coordinate care
- Strengthen the coordination of care for those in need by connecting people, service organizations, and community partners more quickly and more effectively – resulting in a healthier, more equitable community for all.
- Connect2 Advisory Group selected Ready Computing to deliver:
- Technology components
- Implementation services to build.
- Ready Computing started implementation in July.
- Connect2 Exchange will launch in 2023.

Michael McKee and Rim Cothren lead group discussion and asked the following question for the group:

- What questions do you have about our integration related updates/progress?
- Are there any technologies (or data) you didn't see on our list that would add value to the Connect2 Community Network?
- As a GB/Community member, what support can you provide to support this work?

Time was given for Q & A.

Jeff Sakuma thanked the meeting attendees and concluded the meeting.

The meeting adjourned at 3:57pm.

*February 2, 2023, Executive Report*

**Date:** February 2, 023

**To:** HealthierHere Governing Board

**From:** Thuy Hua-Ly

Dear Governing Board Members,

This February, HealthierHere **recognizes Black History Month**, a time to celebrate the lives, legacies, and contributions of generations of people who identify as Black and/or African American. It's a time to uplift stories of Black joy and innovation, and to double down on our efforts to dismantle systemic racism and address the disproportionate health disparities experienced by Black communities across the country and here in King County.

Data helps to tell the story of these disparities in our region. For instance, according to the [King County Health Disparities Dashboard](#) from Communities Count, the diabetes mortality rate for African American residents in King County was 3.0 times the rate of white Residents, and the mortality rate due to hypertension for Black and African American individuals is more than 2.5x higher than white individuals.

This stark information affirms HealthierHere's commitment to center the voices and priorities of Black/African American community members, trusted advisors, and community-based organizations in our work to eliminate such disparities. Together, we will continue to co-create solutions that support whole-person health for our communities and contribute to ongoing movements for racial justice.

Throughout the month, we'll be sharing stories and information on our social media channels and website related to Black History Month.

On a related note, we are excited to **announce the launch of [HealthierHere.org](#) 2.0**!

This new website is designed to clearly explain who we are and what we do, showcase our partners, and make engaging with our work easier than ever. It also comes with a brand refresh, including updated messaging and vibrant new logo colors that inspire hope and reflect the natural beauty of our region.

We began this project in October 2021 with the development of our updated messaging framework. This journey of transformation was rooted in our mission and values and guided by the following goal: *HealthierHere is viewed and engaged as the essential go-to organization* *when an organization or agency wants to improve population health, advance health equity, or achieve systemic change across health, community, and social systems in King County.*

Through this process, we identified the need to refresh our website and branding and give HealthierHere a more vibrant, modern look. With an eye toward innovation and financial sustainability, we set out to create a platform that can serve as an eye-catching and easy-to-understand resource for those who are interested in engaging with our collective action model.

I encourage you to visit the site and take some time to explore and familiarize yourself with the pages and content! You can look forward to:

- Quick website speed for an easier and more accessible user experience
- New content including pages dedicated to Our Work, Our Network, and a growing collection of Equity Spotlights inspired by the "Equity Moments" from our Governing Board meetings
- A fleshed-out library of News & Resources
- Interactive features to help tell the story of our collective efforts

As a collaborative, this website belongs not only to HealthierHere but to our partners and community. It is designed to convey the power of our interconnected network. We plan to continually update the site with stories and resources from the organizations and people working to transform systems and lives in King County every day.

We ask that you please update HealthierHere's logos on your websites and in any forthcoming digital or print materials representing the organization using the files provided with this report.

If you have questions or comments about any of these changes, need technical support, and/or are interested in having your organization featured on the new website, please contact our Communications Manager, Graeme Aegerter at gaegerter@healthierhere.org. I encourage you to share the new website with your respective organizations and others you think would be interested!

In other news, our **Community Hub work continues to grow and progress**! KeiAnna Watson (ShoShone-Bannock Tribe) and Cherie Thongchanh have joined the Community Hub team, along with Zamzam

Adem and Kurt Ragin, all of whom will support our Care Connect work through the end of June. We are excited to welcome these new members to our team!

I also want to acknowledge and extend my gratitude to HealthierHere's Tavish Donahue (Community Hub Manager) and Christine Berch (Senior Financial Analyst) for the tremendous amount of effort and work they have contributed to setting up our Care Connect program to provide food delivery and housing assistance to people who have tested positive for or who are recovering from COVID-19. They have contributed time, energy and insights above and beyond the normal call of duty and we could not be successful without their dedication.

Finally, **HealthierHere is now recruiting for two new roles on our team:**

- [Director, Community Information Exchange and Care Coordination](#)
- [Information Technology and Systems Project Manager](#)

These positions will play a critical part in leading and administering our CIE and Care Coordination work. Please share these job announcements with your networks and any qualified potential candidates.

As always, thank you for being an integral part of bringing us to this moment and helping to shape the future of HealthierHere!

Warmly,

Thuy Hua-Ly

Interim CEO, HealthierHere

## - OTHER HEALTHIERHERE HAPPENINGS -

Flu vaccine incentive for Molina Apple Health (Medicaid) Members

To help keep our communities safe, Molina Healthcare of Washington has a limited-time offer where you can **get your first dose of the COVID-19 Vaccine and earn a $100 Gift Card. You must receive your first vaccine dose between December 1, 2022 and February 28, 2023 to be eligible for this reward. This reward is available for Molina Healthcare of Washington - Apple Health (Medicaid) members ages 6 months and older.** You have until March 31, 2023, to submit your vaccine details. Please allow 4-6 weeks to receive the gift card. Learn more.

INC Committee Update

The INC anticipate nominating and voting for a delegate and alternate for the INC Governing Board seat in February meeting.

## Community & Consumer Voice Committee (CCV)

*Meets the 4th Monday of each month at 1:30pm-3:30pm*

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| Roi-Martin Brown | Washington Consumer Action Network |
| Joe Chrasti | IAF Northwest/Health Equity |
| Gladis Clemente | Promotora Comunitaria South Park |
| Shelley Cooper-Ashford | Center for Multicultural Health |
| Shantel Davis | Peoples Harm Reduction Alliance |
| Michelle DiMiscio | Community Health Workers KC |
| Lisa Floyd | KC Department of Community and Human Services |
| Dorothy Gibson | Sound Alliance/AF |
| Riham Hashi | Living Well Kent |
| Shamso Issak | Living Well Kent |
| Elizabeth Kimball | Public Health Seattle/KC |
| Guo Liao | Asian Counseling & Referral Service |
| AJ McClure | Global to Local |
| Hani Mohamed | SKC Public Health |
| Sonia Morales | Molina Health Care |
| Cicily Nordness | Seattle Housing Authority |
| Janelle Okorogu | Center for Multicultural Health |
| Hallie Pritchett | Lake Washington Institute of Technology |
| Isabel Quijano | Promotora Comunitaria South Park |
| Jihan Rashid | Community Member |
| Marguerite Ro | AARP Washington |
| Julie Romero | Neighborhood House |
| Nadine Shiroma | Hepatitis B Foundation |
| Christine Stalie | DOH & Washington Immigrant Network |
| Michael Ninburg | Hepatitis Education Project |
| Laura Titzer | Northwest Harvest |
| Janet Zamzow Bliss | Community Member |
| Giselle Zapata-Garcia | Latinos Promoting Good Health |

Staff: Marya Gingrey, Myani Guetta

## Executive Committee (EC)

*Meets the 3rd Friday of every month at 8:30am-10:00am*

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|---|---|
| Shelley Cooper-Ashford (co-chair) | Center for MultiCultural Health |
| Steve Daschle | Southwest Youth and Family Services |
| Ceil Erickson | Seattle Foundation |
| Betsy Lieberman (chair Emeritus) | Affordable and Public Housing Group |
| Mario Paredes | Consejo |
| Jeff Sakuma (co-chair) | City of Seattle, Human Services Dept. |
| Elizabeth Tail | Cowlitz Tribal Health |

Staff: Christina Hulet, Susan McLaughlin

## Finance Committee (FC)

*Meets the 3rd Thursday of each month at 3:30 pm-5 pm*

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|---|---|
| Roi-Martin Brown | WA Consumer Action Network |
| Janine Childs | Neighborcare |
| Steve Daschle (co-chair) | Southwest Youth & Family Services |
| David DiGiuseppe | Community Health Plan of WA |
| Ceil Erickson | Seattle Foundation |
| Pam Gallagher | Swedish Hospital |
| Travis Grady | Cowlitz Tribal Health |
| Stacy Kessel | Community Health Plan of WA |
| Hiroshi Nakano (co-chair) | Valley Medical |
| Mario Paredes | Consejo Counseling & Referral Service |
| Karen Spoelman | King County DCHS - BHRD |
| Jenny Tripp | DESC |

Staff: Thuy Hua-Ly

## CEO Hiring Committee

*Meets the 2nd & 4th Friday of each month at 8am*

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|---|---|
| Shelley Cooper-Ashford (co-chair) | Center for MultiCultural Health |
| Steve Daschle | Southwest Youth and Family Services |
| Ceil Erickson | Seattle Foundation |

| Betsy Lieberman (chair Emeritus) | Affordable and Public Housing Group |
|---|---|
| Mario Paredes | Consejo |
| Jeff Sakuma (co-chair) | City of Seattle, Human Services Dept. |
| Elizabeth Tail | Cowlitz Tribal Health |
| Marguerite Ro | AARP Washington |
| Roi-Martin Brown | Washington Consumer Action Network |
| Sally Carlson | Carlson Beck |
| Heidi Holzhauer | Cowlitz Tribal Health |
| Elizabeth Tail | Cowlitz Tribal Health |

Staff: Christina Hulet and Carlson Beck staff Sally Carlson, Heidi Holzhauer and Celeste Andrini

## Indigenous Nations Committee (INC)
*Meets monthly*

| Colleen Chalmers | Chief Seattle Club |
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| Craig Dee | Fred Hutchinson |
| Matt EchoHawk - Hayashi | Headwater People |
| Travis Grady | Cowlitz Tribal Health |
| Camie Goldhammer | UIATF - Doula program |
| Sacena Gurule | Cowlitz Tribal Health |
| Christian Hogan | Unkitawa |
| Leslie Jimenz | KC Public Health - Environmental Health |
| Jessica Juarez-Wagner | United Indians of All Tribes Foundation |
| Ellany Kayce | Nakani Native Program |
| Esther Lucero | Seattle Indian Health Board |
| Sara Marie Ortiz | Highline Public Schools - Native Education |
| Jeff Smith | Nakani Native Program |
| Elizabeth Tail | Cowlitz Tribal Health |
| My-le Tang | Dept of Commerce - Tribal Homeless Youth |
| Raven Twofeathers | |
| Ixtli White Hawk | Unkitawa |

Chair: Vacant / Staff: Abriel Johnny

## Connect2 Community Network Advisory Group
*Meets every other month*

| Tashau Asefaw | Community Health Plan of WA |
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| Modester Chatta (co-chair) | Association of Zambians in Seattle, WA |
| Barbara de Michele (co-chair) | Issaquah City Council |
| Joanne Donahue | Sound Generations |
| Jon Ehrenfeld | Seattle Fire Department |
| Allie Franklin | Harborview |
| Michelle Glatt | HealthPoint |
| Donald Lachman | Westcare WA/WA Serves |
| Joceyln Lui | Asian Counseling & Referral Service |
| Sara Mathews | Premera |
| AJ McClure | Global to Local |
| Thuy Hua-Ly | HealthierHere |
| Peter Muigai | Pamoja Christian Church |
| Michael Myint | MultiCare |
| Gary Renville | Project Access Northwest |
| Marcy Miller | King County |
| Michelle McDaniel | Crisis Connections |
| Marguerite Ro | AARP Washington |
| Lina Stinson-Ali | WA State Coalition for African Community Leaders |
| Sally Sundar | YMCA of Greater Seattle |
| Cody West | Peer Seattle |
| Kim Wicklund | Kaiser Permanente |
| Andrea Yip | Aging & Disability Services |

Staff: Sara Standish, Christina Hulet

## Integration Assessment Workgroup
*Meets the 1st Monday of each month at 2:30pm-4 pm*

| Liz Baxter | North Sound ACH |
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| Dee Brown | United Health Care |
| Miranda Burger | Olympic Community Health |
| Jodi Castle | Elevate Health |
| Sylvia Gil | Community Health Plan of WA |
| Tory Gildred | Molina |
| Jennie Harvell | HCA |
| Susan McLaughlin | HealthierHere |
| Michael McKee | HealthierHere |
| Jessica Molberg | Coordinated Care |
| Nyka Osteen | North Sound ACH |
| Colette Rush | HCA |

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|---|---|
| Caitlin Safford | Amerigroup |
| John Schapman | North Sound ACH |
| Audrey Silliman | Coordinated Care |
| Sharon Williams | United Health Care |

Tri-Chairs: Tory Gildred, Michael McKee, Colette Rush
Staff: Diana Bianco & Cathy Kaufman, Artemis Consulting

| Who | Purpose | Highlights | What's Next |
|---|---|---|---|
| Governing Board (GB, Board) | • Steward the organization's overall mission and strategic plan<br>• Assume fiduciary responsibility/single point of accountability, including financial decision-making authority for demonstration projects and fund allocations<br>• Hire, fire and evaluate the Executive Director (ED)<br>• Maintain updated operating agreements and bylaws<br>• Monitor organizational and project performance<br>• Appoint Governing Board members<br>• Represent and communicate HH's work to the public<br>• Review and approve consumer/community engagement plan<br>• Ensure alignment with regional health needs and priorities | January 12 Agenda<br><br>• Appoint our new managed care organization (MCO) Board representative.<br>• Update Board members' roles & responsibilities, Amend the Board's composition, and<br>• Amend the Board's composition.<br>• Receive updates on the Regional Health Equity Network, the Connect2 Community Network and HealthierHere's policy work and administrative budget. | February 2 Agenda<br><br>• Approve HealthierHere's 2023 administrative budget.<br>• Receive updates on HealthierHere's new website, board member appointment process and policy/ legislative work.<br><br>Next Meeting: March 2 |
| Executive Committee (EC) | • Support the ED in achieving organizational goals<br>• Oversee ED selection, compensation, and evaluation<br>• Act on behalf of the Governing Board in cases of emergency or when urgent decisions are needed<br>• Approve expenditures/contracts between $100-$500K not included in the board-approved budget as needed<br>• Oversee board member recruitment and selection process | January Agenda<br><br>• Discuss Policy update/ leg session<br>• Board appointments: Timeline update and brainstorm philanthropic & business seats<br>Co-chair & chair emeritus appointments | February Agenda<br><br>• Amended 501c3 bylaws & timeline for 501c3/LLC transition.<br>• Executive Committee recruitment<br>• Update on Board appointment process & timeline<br>• Review March EC draft agenda |

| Who | Purpose | Highlights | What's Next |
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| | • Oversee board governance (e.g., committee structure, bylaws)<br>• Support HH's future sustainability and the development of key initiatives such as the Equity & Wellness Fund<br>• Approve state-required reports | | • Brainstorm philanthropy seat & business/technology/communication seat (*time permitting*)<br><br>Next Meeting: March 10 |
| Finance Committee (FC) | • Oversee HH's budgeting, financial monitoring, internal control processes and financial policies and procedures<br>• Ensure adequate protection of HH's assets<br>• Oversee distribution of funds to partnering organizations and for investment priorities<br>• Ensure HH is meeting requirements for state, provider, and other contracts<br>• Oversee/coordinate with Funds Flow Workgroup<br>• Facilitate value-based payment | February 16 Agenda:<br><br>• Reviewed and recommended the COLA/Merit increases for staff as well as funding for the Community Grants | March Agenda:<br><br>• TBD<br><br>Next Meeting: March |
| Community & Consumer Voice Committee (CCV) | • Proactively engage communities and beneficiaries to co-design and embed equity in HH's work<br>• Engage and support community-based organization (CBO) partners and build CBO capacity<br>• Actively recruit and support community members serving on the Board/committees<br>• Provide input into and help design the community engagement plan<br>• Gather data/information on the experience of Medicaid members | January 23 Agenda:<br><br>• Presentation from Marguerite on her work at the AARP.<br>• Equity Response Team update from Roi-Martin; Member.<br>• Updates and announcements; Myani's final CCV meeting | Agenda: TBD<br><br>Next meeting: February TBD |

| Who | Purpose | Highlights | What's Next |
|---|---|---|---|
| | • Monitor results and ensure accountability/transparency with communities | | |
| Indigenous Nations Committee (INC) | • Proactively engage American Indian/Alaska Native/Indigenous (AI/AN/I) community and beneficiaries to co-design and embed equity in HH's work<br>• Engage and support AI/AN/I serving community-based organization (CBO) partners and build CBO capacity<br>• Actively recruit and support AI/AN/I community members serving on the Board/committees<br>• Provide input into and help design the tribal engagement plan<br>• Gather data/information on the experience of Medicaid members<br>• Monitor results and ensure accountability/transparency with community | January 18 Agenda:<br><br>• Presentation on reviewing the work of INC in 2022 and anticipated work for 2023.<br>• INC discussed the INC designated Governing Board seat and Tribal Nation designated Governing Board seats.<br>• Members discussed the Connect2 Community Advisory Group seats recruitment. INC members will review the INC charter and discuss at next meeting.<br>• INC also discussed possibly having joint meeting with CCV from February 2023 - June 2023.<br>• | Agenda:<br><br>• Agenda TBD<br><br>Next Meeting: February TBD |
| Connect2 Community Network Workgroups | Community Information Exchange (CIE) Collaborative:<br>• Collaborative members will work together to establish a community-led governance structure and guide the development of a CIE<br><br>Network Partners Workgroup (NP):<br>• Develop shared long-term CIE requirements and implementation plan in consultation with Legal Framework and Data & Technology Workgroups | January 17 Agenda:<br><br>• High-level overview of the HealthierHere organizational changes, as well as an u<br>• Update on the recruitment process for the Director of CIE and Care Coordination. Meghan Jernigan, Traditional Medicine Director for the United | C2C Network Advisory Group Agenda:<br>• TBD<br><br>Next meeting: February<br><br>C2C Network Partner Workgroup<br>• February 15 |

| Who | Purpose | Highlights | What's Next |
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| | Legal Framework and Data and Technology Workgroups (LDT): <br>• Develop shared long-term CIE requirements and implementation plan in partnership with Network Partners Workgroup | | |
| Integration Assessment Workgroup | Supports statewide implementation of a standardized tool to assess level of integration for outpatient primary care and behavioral health agencies. Includes representatives from HCA, MCOs, & ACHs to: <br>• Identify a tool to be implemented statewide <br>• Make recommendations to HCA on implementation and timeline <br>• Make recommendations to HCA on data collection, analysis, reporting, and data sharing <br>• Make recommendations to HCA on quality improvement structure and areas of focus including training, TA, practice coaching, etc. to help providers advance along the continuum of integrated care <br>• Oversee launch of WA-ICA | January 23 Agenda: <br><br>• The workgroup partners as well as MCO and ACH partners have received finalized statewide reports, MCO specific reports, and ACH specific reports detailing Cohort 1 data analysis. These reports were well received and will inform future developments to the WA-ICA tool itself as well as TA and integration support. <br>• The Workgroup is currently supporting the creation of a practice change guide that will serve as a resource to practices who have completed the WA-ICA assessment and are working on advancing their integration efforts. <br>• The Workgroup will be working on supporting the development of the practice change guide as well as developing a plan to gather feedback from Cohort 1 providers through focus groups. | WA-ICA Agenda: <br><br>• TBD <br><br>Next Meetings: February 6 |

## DECISION MEMO:  2023 Administrative Budget - Amended

Memo prepared by:  Thuy Hua-Ly, HealthierHere Interim Chief Executive Officer
Date prepared:  January 25, 2023
Date of proposed action:  February 2, 2023

### Issue
Adoption of HealthierHere's 2023 annual administrative budget (see attached).

### Background
An original five-year budget allocation for the HealthierHere administrative budget was presented to the Governing Board at the December 2017 Governing Board meeting; the five-year budget allocation earmarked up to 15% of the total potential earned revenues over the five-year waiver program for administrative costs. The five-year Medicaid Transformation Project (MTP) budget was approved with the expectation that an annual budget be compiled and approved for HealthierHere's administrative costs.

Following the conclusion of the five-year waiver, a sixth-year extension (one year in length) commenced; to fund the administrative budget associated with the sixth-year extension, the previously earmarked administrative costs percentage of 15% was applied to anticipated sixth-year waiver earnings of $19.2M.

### Process
The preparation work for the 2023 Administrative Budget began in September 2022 when expenditure data was available for January through August 2022 from the accounting system.  HealthierHere's Interim Chief Executive Officer, Thuy Hua-Ly, reviewed past expenditures for trends and patterns, identified one-time costs such as equipment and furniture, identified contracts that have annual increases such as leases, and calculated salaries and benefits to incorporate Cost of Living Adjustments (COLA) as well as merit increases.  All projections, adjustments and assumptions were synthesized and presented to the Finance Committee for approval in November.

The preview of the 2023 Administrative budget was presented at the November 3, 2022, Governing Board meeting and included the following components:
- $3,629,803 in administrative costs that are charged to the Medicaid Transformation Project (waiver) as in previous years;
- $851,895 for salaries/benefits along with the additional 2.0 FTEs which are funded from the Health Literacy and City of Seattle grants; and
- $980,143 for salaries/benefits for 6.0 FTEs along with contracts which directly support the C2C work.  This budget continues to allocate these costs to the project budget and is not included in the current 2023 budget.

During the presentation of the 2023 Administrative budget at the December 2022 Governing Board meeting, the Board requested a review of the imputed COLA and merit rates utilized within the calculated salaries and benefits to account for the significant increase in inflation with the Seattle region of 8.4%. Similarly, the Board also requested further review of the amount budgeted amount for Community, Consumer, and Tribal Engagement to account for inflation as well as recognition valuing and enhance

support for community grant partners. The topics of the imputed COLA and merit rates, as well as the budgeted amount for the Community, Consumer, and Tribal Engagement were discussed at the January 2023 Finance Committee meeting; the Finance Committee approved an increased imputed COLA rate of 6.4% and merit rate of 2.0%, as well as an increased Community, Consumer, and Tribal Engagement budget amount of $360,000. These revisions to the budget result in aggregate budget of $5.8M, inclusive of the following revised budget components:

- $3,872,055 in administrative costs that are charged to the Medicaid Transformation Project (waiver) as in previous years;
- $888,045 for salaries/benefits along with the additional 2.0 FTEs which are funded from the Health Literacy and City of Seattle grants; and
- $1,018,755 for salaries/benefits for 6.0 FTEs along with contracts which directly support the C2C work.  This budget continues to allocate these costs to the project budget and is not included in the current 2023 budget.

As the calculation below illustrates, the total amount of administrative funds spent in DY1-DY6 exceeds the previously earmarked amounts of 15% applied to DY1-DY6 earnings by $1.8M. This overspend, netted against the DY1-DY6 grant contributions earned, as well as the projected 2023 administrative budget of $3.9M, **indicates a balance of $1.8M required to fund the 2023 administrative budget from the project budget**.

Upon approval of the second five-year waiver (MTP 2.0), the balance will be applied against the earmarked administrative funds calculated for the five-year renewal.

| | 2017 | 2018 | 2019 | 2020 | 2021 | Total DY1-DY5 | 2022 (actuals + projections) | Total DY1-DY6 |
|---|---|---|---|---|---|---|---|---|
| Design Funds | 1,872,207 | 4,127,793 | - | - | - | 6,000,000 | - | 6,000,000 |
| Total Project HH Admin @ 15% | | | | | | 14,910,843 | | 14,910,843 |
| (A) Total Funds: DY1-DY5 Budgeted Amounts + Design Funds | | | | | | 20,910,843 | | 20,910,843 |
| (B) Total Funds Spent To Date (DY1 - DY6) | | | | | | 18,443,329 | | 22,674,643 |
| **(C) Remaining Available Balance** | | | | | | **2,467,514** | | **(1,763,800)** |
| | | | | | | | | |
| (D) Grants: | | | | | | | | |
| Amerigroup Donation | | | | | | 20,000 | - | 20,000 |
| Molina Donation | | | | | | 20,000 | - | 20,000 |
| VSHSL | | | | | | 402,500 | 309,375 | 711,875 |
| WA Integrated Care Assessment | | | | | | - | 139,556 | 139,556 |
| MTP 6th Year Extension - Admin allocation | | | | | | | 2,889,525 | 2,889,525 |
| Culturally Inclusive and Responsive Grant | | | | | | | - | - |
| Health Literacy Grant | | | | | | | - | - |
| Covid Outreach & Engagement | | | | | | 66,409 | - | 66,409 |
| Sub-Total | | | | | | **508,909.00** | | **3,847,365.00** |
| (E) Proposed Budget for 2023 | | | | | | | | 3,872,055.00 |
| **(C+D-E) Balanced Required** | | | | | | | | **(1,788,489.91)** |

## Recommendation

The Finance Committee has reviewed the 2023 Administrative Budget and recommends adoption of the proposed budget with the $1.8M shortfall to be funded from the project budget until the MTP 2.0 waiver is approved by CMS.  The Interim Chief Executive Officer will report the budget status monthly to the Finance Committee and on a quarterly basis to the Governing Board with explanations for any significant variances of its expenditures and/or assumptions.

## Values

*How does this recommendation align with HealthierHere's core values of equity, community, partnership, innovation, and results?*

This aligns with the Results value for HealthierHere which is to have accountability of its budget by defining its annual budget and a monthly and quarterly budget vs. actual reporting to the Finance Committee and the Governing Board.

# HealthierHere

# 2023 Administrative Budget - Proposed

| Budget Activity | CY2022 | | | | | CY2023 | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Budget * | Actual + Projected Expenses (January - September 2022) * | Tie | Variance | Tie | MTP Budget | Grants: HLP, City of Seattle, WA - ICA, DOH Care Coordination | Project Budget/CIE | Total 2023 Proposed Budget | Assumptions |
| # of Staff | 23 | | | | | | | | 26.0 | |
| Salaries & Benefits | $ 3,346,801 | $ 2,693,822 | a | $ 652,979 | a | $ 2,529,555 | $ 888,045 | $ 951,255 | $ 4,368,854 | This assumes 6.4% COLA and 2% merit increase for all staffs. Charge 6.0 FTEs to CIE project budget. |
| Seattle Foundation Fiscal Sponsor Fee | $ 400,000 | $ 400,000 | | $ - | | $ 400,000 | | | $ 400,000 | |
| Office Space Lease | $ 105,000 | $ 99,397 | | $ 5,603 | | $ - | | | $ - | |
| Insurance | $ 5,000 | $ 5,000 | | $ - | | $ 5,000 | | | $ 5,000 | |
| Contracts: | | | | | | | | | | |
| CarlsonBeck (CEO Recruitment) | $ - | $ 50,000 | | $ (50,000) | | $ 30,000 | | | $ 30,000 | |
| CFO Selections | $ - | $ 45,000 | | $ (45,000) | | $ 30,000 | | | $ 30,000 | |
| Communications (Eastman Strategies, LLC) | $ 50,000 | $ 50,000 | | $ - | | $ 40,000 | | $ 20,000 | $ 60,000 | |
| Governance (Hulet Consulting) | $ 60,000 | $ 60,000 | | $ - | | $ 45,000 | | $ 20,000 | $ 65,000 | |
| Legal (Inslee, Best, Doezie + Ogden Murphy) | $ 30,000 | $ 15,500 | | $ 14,500 | | $ 15,000 | | | $ 15,000 | |
| Data Analysis/Support (PHSKC) | $ 100,000 | $ 100,000 | | $ - | | $ 50,000 | | | $ 50,000 | |
| MTP and Strategic Support (Manatt) | $ 250,000 | $ 250,000 | | $ - | | $ 100,000 | | | $ 100,000 | |
| Ratio Software - Data Privacy/Security | | | | $ - | | $ 27,500 | | $ 27,500 | $ 55,000 | |
| IT Support (Tanet) | $ 25,000 | $ 34,437 | | $ (9,437) | | $ 30,000 | | | $ 30,000 | |
| Better Health Together | $ 30,000 | $ 30,000 | | $ - | | $ 30,000 | | | $ 30,000 | |
| Community, Consumer, Tribal Engagement | $ 300,000 | $ 220,000 | | $ 80,000 | | $ 360,000 | | | $ 360,000 | |
| Equity/Capacity Training for GB, Committee and Staff | $ 25,000 | $ 25,000 | | $ - | | $ 25,000 | | | $ 25,000 | |
| Office Equipment & Supplies | $ 45,000 | $ 77,819 | | $ (32,819) | | $ 60,000 | | | $ 60,000 | |
| Staff professional development/training | $ 65,000 | $ 65,000 | | $ - | | $ 65,000 | | | $ 65,000 | |
| Travel/Meals/Parking | $ 20,000 | $ 956 | | $ 19,044 | | $ 10,000 | | | $ 10,000 | |
| Venues/Meetings/Other | $ 20,000 | $ 9,383 | ▼ | $ 10,617 | ▼ | $ 20,000 | | | $ 20,000 | |
| Total Expenses | $ 4,876,801 | $ 4,231,314 | a | $ 645,487 | a | $ 3,872,055 | $ 888,045 | $ 1,018,755 | $ 5,778,854 | |

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Notes:

a. Ties to September 2022 Admin Budget/Admin Report w/o/e

## Glossary of Terms

| | |
|---|---|
| ACH | Accountable Community of Health |
| AI/AN | American Indian/Alaska Native |
| AIM | Analytics, Interoperability, and Measurement, part of the Health Care Authority |
| AIMS | Advancing Integrated Mental Health Solutions, part of University of Washington |
| AMDG | Agency Medical Directors' Group |
| BHO | Behavioral Health Organization |
| BMI | Body Mass Index |
| BRFSS | Behavioral Risk Factor Surveillance System |
| CMS | Centers for Medicare & Medicaid Services |
| CBO | Community-Based Organizations |
| CCM | Chronic Care Model |
| CCV | Community/Consumer Voice Committee |
| CDP | Chronic Disease Prevention and Control Project |
| CDR | Clinical Data Repository |
| CEO | chief executive officer |
| CHARS | Comprehensive Hospital Abstract Reporting System |
| CHW | Community Health Worker(s) |
| CLS | Community Learning Sessions |
| CMCH | Center for Multi-Cultural Health |
| CMS | Centers for Medicare & Medicaid Services |
| DAST | Drug Abuse Screening Test |
| DCHS | Department of Community and Human Services |
| DPC | Demonstration Project Committee |
| DPP | Diabetes Prevention Program |
| DSHS | Department of Social and Health Services |
| DSRIP | Delivery System Reform Incentive Payment |
| DT | Design Team |
| DY1 | DSRIP Year 1 |
| ED | Emergency Department |
| EHR | Electronic Health Record |
| FIMC | Fully Integrated Managed Care |
| FFS | Fee-For-Service |
| FPL | Federal Poverty Level |
| FQHC | Federally Qualified Health Centers |
| GAD | Generalized Anxiety Disorder |
| G2P | Guidelines to Practice |
| HCA | Health Care Authority |
| HCP LAN | Health Care Payment Learning & Action Network |
| HHSTP | Health and Human Services Transformation Plan |
| HIE | Health Information Exchange |
| HIT | Health Information Technology |
| HKCC | Healthy King County Coalition |
| HUD | U.S. Department of Housing and Urban Development |
| IDC | Integration Design Committee |
| IHCP | Indian Health Care Provider |

| | |
|---|---|
| ILC | Interim Leadership Council |
| IOM | Institute of Medicine |
| IPT | Investment Prioritization |
| IT | Information Technology |
| ITU | Indian Health Service, tribally operated, or urban Indian health program |
| JAMA | Journal of the American Medical Association |
| KCACH | King County Accountable Community of Health |
| LEAD | Law Enforcement Assisted Diversion |
| LGBT | Lesbian, Gay, Bisexual, and/or Transgender |
| LOI | Letter of Intent |
| MAT | Medication Assisted Treatment |
| MCO | Managed Care Organization |
| MeHAF | Maine Health Access Foundation |
| MHIP | Mental Health Integration Program |
| MIDD | Mental Illness and Drug Dependency |
| MOU | Memorandum of Understanding |
| MTP | Medicaid Transformation Project(s) |
| MVP | Medicaid Value-Based Purchasing |
| OUD | Opioid Use Disorder |
| P4P | Pay-for-Performance |
| P4R | Pay-for-Reporting |
| PAL | Partnership Access Line |
| PCORI | Patient-Centered Outcomes Research Institute |
| PCP | Primary Care Provider |
| PHSKC | Public Health – Seattle & King County |
| PIMH | Partnership for Innovation in Mental Health |
| PMD | Performance Measurement and Data |
| PMP | Prescription Monitoring Program |
| PRISM | Predictive Risk Intelligence System |
| PSH | Permanent Supportive Housing |
| QBS | Quality Benchmarking System |
| RHIP | Regional Health Improvement Plan |
| RHNI | Regional Health Needs Inventory |
| SAMHSA | Substance Abuse and Mental Health Services Administration |
| SBIRT | Screening, Brief Intervention, and Referral to Treatment |
| SCORE | South Correctional Entity |
| SIHB | Seattle Indian Health Board |
| SIM | State Innovation Model(s) |
| SUD | Substance Use Disorder |
| TA | Technical Assistance |
| TSP | Transition Support Program |
| UIHI | Urban Indian Health Institute |
| US | United States |
| VBP | Value-Based Payment |
| VOCAL-WA | Voices of Community Activists and Leaders, Washington State Chapter |
| WAC | Washington Administrative Code |
| WSHA | Washington State Hospital Association |
| WSMA | Washington State Medical Association |

**HealthierHere**

<u>Board Meeting Evaluation Form</u>   (also available online at <span style="color:orange">HERE</span>)

On a scale of 1 to 10, how would you rate the quality of today's meeting?

What would it take to make it a 10?

COMMENTS (optional)

Equity | Community | Partnership | Innovation | Results