

Measure A Oversight Committee Meeting Minutes

Friday, March 23, 2012, 9am-11:30am

Attendance:

Members Present

1. Barbara Anglin
2. Suzanne Barba
3. John Becker
4. Olga Borjon
5. Art Chen
6. Louis Chicoine
7. Kay Eisenhower (by phone)
8. Rochelle Elias
9. Beth Pollard
10. Ursula Rolfe
11. Nancy Shemick
12. Mee Ling Tung

Members Absent

1. Kerry Easthope-excused
2. Doug Jones

“Excused” indicates that member notified HCSA of absence in advance.

Other Attendees

1. Vana Chavez, Health Care Services Agency
2. Jennifer Chan, Health Care Services Agency
3. Ryan Gordon, Health Care Services Agency

AGENDA

I. Welcome and Introductions

II. Announcements

- Jennifer asked Committee members to complete their 2011 Form 700s; return completed forms to Jennifer or Ryan by April 2, 2012.
- Jennifer announced that the next Alameda County Board of Supervisor Health Committee meeting focusing on local implementation of the Affordable Care Act will be held on Monday, March 26th focusing on Laying the Foundation of Strong Eligibility and Enrollment Systems; this is part of a year-long series (starting in November 2011) hosted by Supervisors Carson and Chan. Visit Supervisor Chan’s website for more information <http://www.acgov.org/board/district3/hcreform.htm>.
- This is Vana Chavez’s last meeting as she will be retiring at the end of this month; the Committee presented a proclamation and gift for all her work with the Committee since Measure A’s inception.
- FY 10/11 Measure A reports for Medical Costs for Juvenile Justice Center and God’s Love Outreach Ministry will be provided to subcommittees before the next meeting.

III. Review of Minutes

- John Becker moved to approve the minutes for February 24, 2012. Suzanne Barba seconded the motion, Art Chen abstained; motion passed.

IV. Review of Materials

- Health Committee 3/26 agenda- Laying the Foundation of Strong Eligibility and Enrollment Systems
- FY 10/11 Budgeted Revenue and Actual Expenditures- updated to show a roll forward amount of \$3,064,342 in the Detox/Sober allocation – this correction adjusts the discrepancy in the total cash balance showing in the Auditor’s system and HCSA internal system
- Measure A revenue update (updated March 2012); projected total revenue for FY 11/12 is ~ \$28.2 million; for FY 11/12 ~\$26.5 million allocated.

V. General Planning for Development of FY 10/11 Report

Update on database development to summarize FY 10/11 reporting forms

- Ryan Gordon will enter all reporting forms into the database that Matt Beyers from Health Care Services Agency, Community Assessment Planning & Education (CAPE) unit developed. He will attend the next meeting to discuss database reporting options.

Update on Request for Quote for Report Development and Graphic Services

- HCSA sent the Request for Quote for Report Development and Graphic Services on 2/9/12; the proposal deadline was 3/1/12. Two proposals were received from Jung Design and Kring Design Studio. Louis Chicoine and John Becker suggested moving forward with developing a contract with Kring Design Studio as their proposal was lower than Jung Design’s. Additionally, Kring Design has past experience working with the Committee.
- The Committee asked HCSA to execute a contract.
- HCSA will ask Kring Design Studio to attend the next meeting to provide recommendations on how to proceed with the development of the next report.

Review process (including development of timeline)

- Subcommittees should submit their follow-up questions to Ryan or Jennifer and they will facilitate getting the answers.

Discussion

- The Committee suggests preparing two separate reports, a longer one for the Board of Supervisors and a summary brochure for the public.
- Other member suggestions include using color, highlighting accomplishments, and client vignettes. Also, distribute these at provider locations to educate their clientele.
- Nancy Shemick suggests creating a subcommittee that works directly with Kring Design to help determine the best approach in the report design and whether two separate reports makes sense to do
- Louis reminds subcommittees that the Committee’s role is in oversight and not evaluation.

VI. Public Comment

VII. Adjourn

NOTE: Committee members will divide into ad hoc subcommittees to review assigned Measure A reports. Meeting will be called to order as designated by the Chair.

AGENDA

I. Call to Order

II. **General Planning for Development of FY 10/11 Report**

- **Subcommittee Reports (e.g. findings, questions, follow-up items, etc.)**
- **Review process (including development of timeline)** deferred to the April 27th meeting
- **Develop questions to solicit feedback from fund recipients regarding reporting form training in January 2012 (now or later?)** deferred to the April 27th meeting

Subcommittee 1-Behavioral Health (Barbara S. Anglin, Rochelle Elias, and Mee Ling Tung)

Overall, the subcommittee is not pleased with the submitted vignettes and feel they are too general and lack in quality. Reporting concerns include incomplete tables, data that does not add up to 100%, and lack of ethnic diversity. They will provide more specific items to Jennifer and Ryan for follow up.

Subcommittee 2-Hospital, Tertiary Care, Other (Kerry Easthope, Kay Eisenhower, and Doug Jones)

The subcommittee will report at the next meeting as neither Kerry Easthope nor Doug Jones were present. Kay Eisenhower will send HCSA questions to follow up on regarding Alameda County Medical Center.

Subcommittee 3-Primary Care (Louis Chicoine, Art Chen, Ursula Rolfe)

Art Chen suggests tracking agencies that attended the fund recipient trainings in December 2011 to see if there is a correlation in how their reporting forms are prepared. The subcommittee will review the reports in more detail and notify Jennifer and Ryan of items needing follow up.

Subcommittee 4-Board of Supervisors (Suzanne Barba, John Becker, Olga Borjon, Beth Pollard, and Nancy Shemick)

The subcommittee decided to provide a summary approach as they have a total of 26 reports to review. Louis will circulate a template that he used in reviewing the prior report to other members. The subcommittee requests copies of FY 09/10 reporting forms for comparison and BOS FY 10/11 objectives. They will follow up with concerns noted in the previous year's report.

Discussion

It is noted that the process of Measure A discretionary funds by district is confusing and a formal process is suggested by members. Items suggested to formalize include creating a minimum amount for contracts and a proposal submittal date.

III. **Public Comment**

- None provided.

IV. **Next Meeting**– April 27, 2012, 9am

- **General Planning for Development of FY 10/11 Report**
 - Matt Beyers from CAPE will discuss database reporting options.
 - Kring Design Studio will provide recommendations for reformatting report.
 - The Committee will divide into subcommittees to review assigned reports.
 - Review process (including development of timeline).
- **Develop questions to solicit feedback from fund recipients regarding reporting form training in December 2012.**

V. **Adjourn**