

STATE OF COLORADO

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Dedicated to protecting and improving the health and environment of the people of Colorado

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Colorado Department
 of Public Health
 and Environment

**COLORADO HEALTH SERVICE CORPS (CHSC) ADVISORY COUNCIL
 DRAFT MEETING MINUTES**

**January 13, 2012
 10:00am to 1:30 pm**

ATTENDEES	MEMBERS ABSENT	STAFF AND GUESTS PRESENT
Ross Brooks, Colorado Community Health Network (CCHN), Chair	Dr. Beuford Durmon, Lake Fort Health Services District	Stephen Holloway, Primary Care Office (PCO)
Fabian Valle, Colorado Rural Health Center (CRHC)	Dr. David West, The Colorado Medical Society	Amber Galloway Stephens, PCO
Kathy Anderson, Commission on Family Medicine		Brooke Wagenseller, PCO
Dan Long, Bank of the West		Rich Marquez, PCO
Jan Beezley, Anschutz Medical Campus		Katie Koivisto, PCO
Dr. Jay Lee, Denver Health & Hospital Authority		Camille Osbourne-Roberts, PCO
Dr. Mark Deutchman, University of Colorado Health Sciences Center/Area Health Education Center		Cassidy Smith, The Colorado Health Foundation (TCHF)
Dr. Jack Westfall, Area Health Education Centers AHEC		
Jeanie Larson, Southeast Mental Health Center		
Marcia Gilbert, Regis University		

Next meeting: Friday, May 18, 2012, meeting time TBD

Agenda Item	Discussion	Action/Follow-Up	Motion
Welcome, Introductions, and Snacks	The meeting was called to order at 10:15am.		Dan Long moved and Jan Beezley seconded a motion to approve the August meeting minutes of the CHSC Advisory Council (AC). The motion passed unanimously.
Presentation of CHSC marketing materials	PCO staff presented on on the marketing and branding endeavor of the CHSC. The new CHSC microsite can be accessed at: www.coloradohealthservicecorps.org .		
Presentation from the Recruitment & Retention Subcommittee of the CHSC AC and vote on proposed policy for contract continuations	Amber Galloway Stephens presented an overview of the CHSC contract renewal policy recommended by the CHSC Recruitment & Retention Subcommittee to the full Council for consideration. The policy was accepted, as written, with a few additions.	PCO staff shall send to the full CHSC AC (prior to the in person meeting of the CHSC AC) an assessment of the number of contract <i>renewals</i> to be considered verses the number of <i>new</i> applications for consideration. Once the full Council determines the percentage of contract renewals verses the percentage of new awards for consideration in any given round, the Council shall vote on the contract renewals to be processed via e-mail prior to the meeting of the full Council.	
Discussion of protocol for sites with loan repayment contractor defaults	The full Council discussed a mechanism for protecting the CHSC program from contract defaults, specifically from sites experiencing multiple defaults, as this poses a risk to the operations, integrity, fiscal sustainability, and procurement aspects of the program.		Dan Long moved and Mark Deutchman seconded a motion for the PCO to create a report detailing the specifics of contract defaults and potential contract defaults in each iteration of the program. This report will be shared with the full Council and taken into consideration when determining new awards of the program. The motion passed unanimously.
Reminder of pre work done by the Internal	Amber Galloway Stephens reviewed the list of criterion used by the IARC in scoring the applications for consideration in the November		

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Application Review Committee (IARC) and award policies of the CHSC	iteration of the program and the program policies previously approved by the full Council.		
Breakdown of CHSC program awards in prior iterations	Amber Galloway Stephens reviewed a breakdown of CHSC awards, to date. Of note, the majority of the awards have gone to rural mental health professionals.		
Discussion of the CHSC November cycle awards	<p>Members discussed applications for the November awards cycle.</p> <p>Nearly \$1.8 million in loan repayment was given to 30 health care professionals across many disciplines, practice sites, and geographic areas of the state.</p>		<p>Jay Lee moved and Dan Long seconded a motion to elect to spend equal to or less than 50% of the allotted money for loan repayment in the November 2010 and March 2011 award rounds. The motion failed.</p> <p>Jack Westfall moved and Kathy Anderson seconded a motion to approve all applicants with a score of 14 and above, all oral health applicants, and one additional rural provider at a site experiencing exceptional difficulty in recruiting. The motion passed unanimously.</p>
Closing remarks, adjournment, and next meeting	The next meeting will be held in person, at CDPHE's offices, on Friday, May 18, 2012. Time TBD.		

Respectfully submitted:

Ross Brooks, CCHN, Chair, Colorado Health Service Corp Advisory Council

Amber Galloway Stephens, PCO, Recorder