

## Steering Committee July 2017 Meeting Summary

### Attendance

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#### Steering Committee Members

*Present:* Dave Brooks, Norman Herbert, Peter Jacobson, Bob Laverty, Ellen Rabinowitz, David Sarns, Pam Smith, Doug Strong, Marianne Udow-Phillips, Marti Walsh

*Phone:* Ann Davis, Tony Denton, Nancy Graebner, Brent Williams

*Absent:* Jack Billi, Connie Conklin, Trish Cortes, Leo Greenstone, Bob Guenzel, Mary Beth Skupien, Rosalie Tocco-Bradley

#### Work Group Chairs

*Present:* Paul Valenstein

*Phone:* Ruth Kraut

#### Guests

*Phone:* Diane McCormick

#### CHRT staff

*Present:* Nancy Baum, Jeremy Lapedis, Carrie Rheingans, Karin Teske, Molly Welch-Marahar

### Key Summary Points

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- **Adding Pastor George W. Waddles, Jr. to Steering Committee:** The Steering Committee unanimously approved this appointment and will invite Pastor Waddles to the September meeting.
- **SIM Update:** Carrie Rheingans and Jeremy Lapedis gave the following updates on the progress of the SIM:
  - The Livingston/Washtenaw Community Health Innovation Region (LWCHIR) is working to align the work of both the SIM CHIR and SIM PCMH initiatives. This happens through a subcommittee chaired by Maria Han of Michigan Medicine and Marti Walsh of IHA/St. Joe. The group has created a social needs screening tool to be given to each patient at all Michigan Medicine, IHA, and HVPA practices once annually. Patients will be referred to local services to meet any identified needs that the patients want help with. The group plans to aggregate this data and assess community-level needs, such as food insecurity, transportation, or housing.
  - The twelve hublets have been meeting twice per month since May and have developed and refined many of their operations processes. They intend to complete this process before implementation of the intervention in the next few weeks. The hublets will begin pilot testing the intake and assessment processes in August.
  - The MiCareConnect care management platform is on track to be pilot tested in August. All hublet care managers will be trained to use the platform by the end of August.
  - SIM partner organizations are in various stages of approval for Business Associate Agreements and Data Use Agreements. Once the BAAs/DUAs are

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signed, the partners can begin sharing data to run the predictive model and fully implement the intervention.

- The LWCHIR local impact evaluation is on track because of the following:
  - Receiving approximately \$75,000 funding from the Community Foundation for Southeast Michigan
  - Receiving notice from the Michigan Medicine and St. Joseph Mercy Health Systems that this project does not need to be regulated as a research project, and therefore does not need Institutional Review Board approval
  - Securing a research team of Dr. Andy Ryan from the U-M School of Public Health, and one of his graduate students
- **WHI Strategic Planning Update:** WHI Co-Chairs Norman Herbert and Doug Strong explained that, rather than doing an in-depth strategic planning process right now, they prefer to instead:
  - Clarify and further define the WHI's operations and principles
  - Wait at least two years for some initial results from the SIM and to allow health care policy at the federal and state levels to become more solidified

Peter Jacobson presented two documents for the group's review: organizational principles and operational principles. These documents incorporated the Memorandum of Understanding signed in late 2016 by both the WHI and CHRT. The WHI Steering Committee previously agreed to not convert into a formal nonprofit under IRS code 501 (c)3, but these documents could be modified to fit those requirements if the Steering Committee decides differently in the future. There are 5 things outlined in these documents that are different from current operations:

1. Designation of a WHI Steering Committee member to serve as WHI Secretary
2. Creation of a WHI Executive Committee consisting of the WHI Co-Chairs, the Secretary, Marianne Udow-Phillips, and CHRT staff
3. Attendance expectation of 75%, either in person or on the phone
4. Election of co-chairs annually
5. Suggestion that Steering Committee members each attend at least one Work Group

The Steering Committee made the following recommendations, with final approval of the principles to be brought back in September:

- Remove "non-governmental" from the organizational principles
- Wait to consider adding Livingston County into the WHI until we conduct the deep-dive strategic planning in at least two years

Peter Jacobson will make edits and the group will review again in September

- **Equity Discussion:** Doug Strong asked the Steering Committee if they want the WHI to consider addressing equity as part of the WHI's work in the near future. A subcommittee will be formed to further discuss this topic.