

COLORADO RURAL HEALTH CARE GRANT COUNCIL

MINUTES

FEBRUARY 23, 2009

These minutes are a summary of the proceedings and motions of the Colorado Rural Health Care Grant Council. Attachments referenced in the minutes are available through the Colorado Rural Health Center at info@coruralhealth.org or 303-832-7493.

Call to Order/Introductions

The February 23, 2009 Colorado Rural Health Care Grant Council (“the Council”) meeting was called to order at 11:10am at The Colorado Health Foundation, 501 South Cherry Street, Suite 1100, Denver, Colorado by Dr. Jacqueline Stiff, Co-Chair.

Members Present:

Jay Brooke – by teleconference (High Plains Community Health Center, Lamar); Dr. Ned Calonge, Co-Chair, (CDPHE, Denver); Denise Denton (Rural Health Consultant, Denver); Lydia DeLaRosa (Long Term Care, Mesa County); Marcy Morrison – by teleconference (Insurance Commissioner, Denver); Khanh Nguyen (The Colorado Health Foundation, Denver); Kathleen Rogers (San Luis Valley Regional Medical Center, Alamosa); Dr. Jacqueline Stiff, Co-Chair, (United Healthcare, Denver); Chris Underwood – by teleconference (Department of Health Care Policy & Finance, Denver); Charles Unseld (Dept. of Local Affairs, Denver).

Staff Present:

Elke Webb (Colorado Rural Health Center, Denver).

Members Absent:

Cody Belzley (Governor’s Office, Denver); Andrea Kawulok (Berthoud).

Approval of Minutes from January 26 Meeting

A **MOTION** was made by Ms. Rogers and seconded by Ms. Denton to accept the January minutes as submitted.

MOTION PASSED UNANIMOUSLY

Program-Related Issues

Pre-Application Grant Writing Workshops

Ms. Denton reviewed the lessons learned from the workshop and highlighting a few points:

- There was a need for the workshops
- The participants validated the Council’s decisions
- The letter of intent is very useful
- The work plan is not very useful
- Several changes need to be made to the RFA for the next funding cycle.

Ms. Webb noted that she created a document for the next funding cycle with all the proposed changes to the RFA.

Ms. Webb asked the Council the follow up questions from the workshops:

- Are sealants considered a primary care service?
 - The Council determined that sealants are a primary care service, however, varnishes are not.
- Would the Council prefer to use the word indigent or underserved (the Patient Population Questionnaire uses one and the RFA uses the other)?
 - The Council determined that the word underserved should be used in both cases because it is more inclusive.
- Should the list of grantees include a column with the type of project that was funded on the grant program's website?
 - The Council would like to add this column to the spreadsheet on the website.
- Is an optometrist considered eligible?
 - The Council determined that optometrists would not be considered eligible for this program.
- Would any Council members be interested in doing application reviews with applicants that are not awarded?
 - Ms. Denton and Ms. Nguyen volunteered to do reviews with applicants that are not awarded for the 2009 cycle.

Letters of Intent

The Council reviewed an updated summary of all the letters of intent submitted. Ms. Denton asked if applicants who were awarded in 2008 and applied again the 2009 grant cycle, but were serving a different community than the community served in the 2008 application would be considered past-awardees. The Council determined that these applicants would not be considered past-awardees.

Ms. Webb asked that the Council members try to conduct additional outreach efforts in the southeast corner of the state as few letters of intent have been submitted from that region.

The appeal subcommittee asked the Council if cardiac rehabilitation is considered a primary care project. The Council determined that cardiac rehabilitation is not primary care and is not eligible for the grant program.

Budget Update

Ms. Webb presented a budget report to the Grant Council. Ms. Webb noted that the Council has overspent on the travel line item; however, overall the administrative budget revenue continues to exceed expenses. Ms. Webb noted that \$1,207,863.12 is available in grant funds for the current cycle. Ms. Denton asked where the administrative funds to be distributed to the Colorado Rural Health Center are currently located. Ms. Webb will follow-up with Ms. Belzley and e-mail all Council members where the funds are currently located.

Final Report Template

The Council reviewed the Final Report Template that Ms. Webb drafted. The Council recommended some changes. Ms. Webb will make the requested changes and send to Dr. Calonge to review.

Reviewer Score Sheet

The Council reviewed the score sheet drafted by Ms. Webb and revised by Ms. Denton. The Council added one 3 point section and approved the score sheet.

Preliminary Eligibility Review

Ms. Webb asked the Council for volunteers to do a preliminary eligibility review of all applications submitted. Ms. DeLaRosa, Ms. Rogers and Dr. Calonge volunteered to do the initial reviews electronically. Ms. Webb will send the applications electronically to Ms. DeLaRosa, Ms. Rogers and Dr. Calonge on Friday, March 13, 2009.

Grant Reviewers

Ms. Webb noted that additional grant reviewer volunteers are needed. Based on the letters of intent, it is estimated that a total of 20 reviewers will be needed. Ms. Webb will send out additional information to include the timeline to solicit more reviewers. Ms. Nguyen requested that Ms. Webb e-mail a list of those who have already indicated interest in reviewing.

Reschedule All-Day Grant Review Session

Dr. Calonge requested that the all-day review session be moved. The Council decided to move the all-day review session from May 18th to May 14th from 8 a.m. – 3 p.m.

Miscellaneous

Mr. Unseld asked if the Colorado Rural Health Care Grant Program meets a need that is not available through other means. Ms. Denton responded that the program is different in that it accepts applications from private, for-profit organizations, in the amount that is awarded, and in attracting new people that may not apply for funding from other programs.

Dr. Calonge suggested reaching out to CCGC and the IPIP program regarding practice redesign. The Council decided to discuss this prior to the next grant cycle.

Items for Follow-Up

- CRHC to follow-up with Ms. Belzley and e-mail all Council members where the funds are currently located
- CRHC to make the requested changes to the Final Report Template
- CRHC to make the requested changes to the Reviewer Score Sheet
- CRHC to solicit additional grant reviewers

Next Meeting

The next meeting is scheduled for Monday, March 23, 2009, 11:00am - 2:00pm at The Colorado Health Foundation.

Adjournment

The meeting was adjourned at 12:50pm.

Submitted by:

Elke Webb, Program Assistant
Colorado Rural Health Center