

COLORADO RURAL HEALTH CARE GRANT COUNCIL

MINUTES

MARCH 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 March 23, 2009 Colorado Rural Health Care Grant Council ("the Council") meeting was called to order at 11:15am at The Colorado Health Foundation, 501 South Cherry Street, Suite 1100, Denver, Colorado by Dr. Ned Calonge, Co-Chair.

Members Present:

Dr. Ned Calonge, Co-Chair, (CDPHE, Denver); Denise Denton (Rural Health Consultant, Denver); Lydia DeLaRosa (Latin Anglo Alliance Foundation, Grand Junction); Andrea Kawulok (Berthoud) – by teleconference; Marcy Morrison – by teleconference (Insurance Commissioner, Denver); Khanh Nguyen (The Colorado Health Foundation, Denver); Chris Underwood – by teleconference (Department of Health Care Policy & Finance, Denver);

Staff Present:

Elke Webb (Colorado Rural Health Center, Denver).

Members Absent:

Cody Belzley (Governor's Office, Denver); Jay Brooke (High Plains Community Health Center, Lamar); Kathleen Rogers (San Luis Valley Regional Medical Center, Alamosa); Dr. Jacqueline Stiff, Co-Chair, (United Healthcare, Denver); Charles Unseld (Dept. of Local Affairs, Denver).

Approval of Minutes from February 23 Meeting

Due to lack of quorum, the minutes from the February 23 meeting will be approved by e-mail.

Program-Related Issues

Application Update

Ms. Webb presented a map and overview of all the applications received for the 2009 grant cycle. Sixty-five applications were received and a total of \$2,913,806 was requested. Ms. Nguyen commented that it was excellent to have so many new applicants.

Preliminary Eligibility Reviews

Ms. Webb presented the Council with the findings from the preliminary eligibility reviews. The Council reviewed each recommendation from the preliminary eligibility review subcommittee and determined whether the applications would be considered ineligible or partially ineligible. Ms. Webb will send these recommendations out to be approved via e-mail.

Ms. Webb thanked the subcommittee for completing their reviews and suggested that in future cycles, the preliminary eligibility reviews be held in person in order to allow the subcommittee to discuss applications that are questionable. Ms. Webb also noted that Ms. Denton drafted a preliminary eligibility review process to be used in future cycles.

Grant Reviewer Materials

Ms. Webb presented the materials that would be sent to all the grant reviewers. Ms. Denton suggested minor grammatical changes to the Application Reviewing Instructions. Dr. Calonge suggested making the confidentiality statement clearer and moving it to the top of the page on the Confidentiality and Conflict of Interest Agreement. Ms. Webb noted that she will make these changes before sending the materials to the reviewers.

Extension Request – Grant # 08-2-047

Ms. Webb noted that not enough votes were received via e-mail to grant the extension to the 2008 recipient 08-2-047. Additional Council members present voted yes.

MOTION PASSED WITH EIGHT COUNCIL MEMBERS IN FAVOR.

Extension Request – Mountain Medical

Mountain Medical Center submitted a request for a two week extension to submit their grant application. Ms. Webb will send the request to all Council members via e-mail for approval.

Final Report

Ms. Webb asked the Council when they would like the Final Report template to be sent to 2008 grant recipients. The Council suggested that Ms. Webb send the Final Report template one month prior to the due date.

Miscellaneous

Ms. Denton asked that the Council members hit “reply all” when responding to voting e-mails sent by Ms. Webb. Dr. Calonge responded that hitting “reply all” is in violation of the Sunshine Law and all Council members can only reply directly to Ms. Webb. If the Council would like to have open discussion, there must be a public notification prior to the discussion to allow anyone from the public to listen to the discussion if they wish.

Items for Follow-Up

- CRHC to send out the minutes, preliminary eligibility recommendations and extension request for Mountain Medical via e-mail.
- CRHC to disseminate grant applications and score sheets to reviewers and Council members.
- CRHC to collect and compile reviewer scores.

Next Meeting

The next meeting is scheduled for Thursday, May 14, 2009, 8:00am - 3:00pm at The Colorado Health Foundation.

Adjournment

The meeting was adjourned at 12:50pm.

Submitted by:

Elke Webb, Program Assistant
Colorado Rural Health Center