

COLORADO RURAL HEALTH CARE GRANT COUNCIL

MINUTES

AUGUST 24, 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 August 24, 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. Ned Calonge, Co-Chair.

CRHC staff member Kent O’Connor was introduced as the new staff contact, replacing Elke Webb.

Members Present:

Cody Belzley (Governor’s Office, Denver); Dr. Ned Calonge, Co-Chair, (CDPHE, Denver); Lydia DeLaRosa – by teleconference (Latin Anglo Alliance Foundation, Grand Junction); Denise Denton (Rural Health Consultant, Denver); Andrea Kawulok – by teleconference (Berthoud); Marcy Morrison – by teleconference (Insurance Commissioner, Denver); Khanh Nguyen (The Colorado Health Foundation, Denver); 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:

Kent O’Connor (Colorado Rural Health Center, Denver).

Members Absent:

Jay Brooke (High Plains Community Health Center, Lamar); Kathleen Rogers (San Luis Valley Regional Medical Center, Alamosa).

Approval of Minutes from July 27 Meeting

A MOTION was made by Ms. Denton and seconded by Dr. Stiff to accept the July minutes with one change to the Update on Grant Award Recipients. Ms. Denton’s comment in the fifth paragraph was modified to reflect the current grant cycle of 2009.

MOTION PASSED UNANIMOUSLY

Program-Related Issues

RFA Review Subcommittee

Ms. Denton raised the issue that through grant writing workshops and responding to inquiries, she and Ms. Webb had identified several inconsistencies and areas of confusion in the Request for Applications (RFA). Ms. Denton has volunteered to serve on a small subcommittee to review the RFA and offer suggested changes. Mr. Unseld volunteered to assist. The Council members agreed that Ms. Denton could work with

staff to make the changes, review the changes with Mr. Unseld, then send the final draft to the Council for approval.

Marketing and Outreach

The Council members discussed the need for additional outreach before the 2010 funding cycle to target oral and mental health providers and any geographic areas of the state that were underrepresented by applications in the first two rounds. It was suggested to approach various Associations and Societies, including the Colorado Medical Society. Dr. Calonge suggested that the Colorado Academy of Family Physicians be included.

It was agreed that during the next meeting, the Council Members will list potential groups and individuals to be contacted, and volunteer to contact those with which they are familiar.

In addition to volunteering to utilize her network to conduct outreach, Ms. Belzley suggested to prepare a press release from the Governor's Office, utilizing two or three of our success stories from the 2008 grant cycle.

Dr. Calonge suggested that a verbal template and written materials be produced for use when Council members are speaking to associations and for inclusion into newsletters. Ms. Denton volunteered to look at past press releases and to suggest revised and/or new written copy. It was agreed that examples of what has been funded should be included to "bring home" the program. Ms. Denton and Mr. Unseld offered to review past projects, so that examples can be given when conducting outreach.

The Council Members suggested that the CRHC website should now include brief descriptions of the projects funded. Ms. O'Connor advised that the new site was launched this past weekend, resulting in some information not being currently available, but will check and report back at the next meeting.

The Council Members discussed potential preferences or funding priorities for the 2010 cycle. Dr. Calonge inquired as to how the Council could craft the RFA, so that it will support applications to support mobile methods of service delivery. Several rural communities utilize mobile units to support their oral health and primary care services. Ms. Denton stated that in the past, the Council has not been able to support mobile health projects due to restrictions against using grant funds for staffing, operations, and supplies, which are the expenses incurred by the local site when taking advantage of mobile support. Dr. Calonge suggested that the Council discuss the possibility of funding these types of projects in the future. Ms. Morrison stated that she would also like to see the Council focus further on encouraging applications to fund electronic equipment in rural areas.

Dr. Stiff suggested that the Council also focus on projects for mental health for the 2010 grant cycle.

2010 Timeline

Ms. Denton suggested that the RFA be issued and advertised by CRHC in December 2009, with a reminder issued in January 2010 so that potential applicants have additional time to consider their projects. The Council Members agreed.

Ms. Belzley noted that the April 26 All-Day Council Review takes place during the Legislative Session and requested that the Review be pushed back, so that she could take part. The Council agreed to hold the Review on May 10.

Ms. O'Connor will revise and distribute the 2010 Timeline reflecting these changes.

Grant Writing Workshops

Ms. Denton volunteered to conduct the workshops again next year and will work with Ms. O'Connor to set the dates and locations. It was suggested that two be held in areas outside of metro Denver that were underrepresented in applications, and one in the Denver area.

Dr. Calonge inquired as to the possibility of conducting a workshop by webinar. Ms. O'Connor will confirm CRHC's capacity to host a webinar and what would be the cost. If feasible, Ms. Denton and Ms. O'Connor will include a webinar in the proposed workshops.

Funds Available for Distribution

The Council Members discussed the amount of funds to distribute in 2010 and subsequent years. Ms. Belzley made the observation that the economic climate and State budget situation suggests that 2010 is a year to try and make additional dollars available.

It was agreed that the Council needs to periodically review the grant program budget in order to make informed decisions regarding future funding amounts. Ms. O'Connor will provide a report at the September 28 meeting, which includes status of grant award amounts, administrative funds, and the support grant provided by The Colorado Health Foundation.

Dr. Calonge also asked for reports reflecting how many projects have been funded, their description, and the award amounts in the first two years. Members also requested that information include average amount of awards made, number of awards in the various categories, and a map showing where awards have been granted. Ms. O'Connor will make that information available at the next meeting.

Request for Extension

The Council considered a Request for Extension from the Haxtun Family Medical Center (Grant #08-5-007). The request was approved. Ms. O'Connor will notify them of the Council's approval.

Presentation Format of Final Report

Ms. O'Connor inquired as to how the Council would like the information collected from Final Reports to be presented at the October meeting. Dr. Stiff advised that it should include a list of the grantees that submitted their reports and a summary of how the award funds were spent. She further suggested that staff identify three to five compelling, but brief stories to share, about the impact made by these awards. Dr. Calonge suggested that this be discussed further with himself and Lou Ann Wilroy. Ms. Nguyen suggested that if the reports were brief, copies should be provided to the Council Members. If they are lengthy, the reports should be made available electronically for the Council to review.

Items for Follow-Up

- CRHC to make the requested changes to the 2010 Timeline.
- CRHC to confirm their website includes or will include brief descriptions of the projects funded.

- CRHC to report on their capacity to host a Grant Writing Workshop via webinar and the associated cost.
- CRHC to provide report of all grant award amounts, administrative funds and support grant provided by The Colorado Health Foundation.
- CRHC to provide report on number of projects funded, description and award amounts in first two years, including average award amount, number of awards in various categories, and a map showing where award have been granted.

Next Meeting

The next meeting is scheduled for Monday, September 28, 2009, 11:00am - 2:00pm at The Colorado Health Foundation.

Adjournment

The meeting was adjourned at 12:20 pm.

Submitted by:

Kent O'Connor – Executive Assistant
Colorado Rural Health Center

ADDENDUM TO MINUTES OF AUGUST 24, 2009

The September 28, 2009, Council Meeting was cancelled in observance of Yom Kippur. The next scheduled meeting is October 26, 2009.