

April 26, 2010

√	Commission Members in Attendance	
√	Michael Powers, Chair , Director, Ventura County Health Care Agency	√ Roberto S. Juarez , Chief Executive Officer, Clinicas del Camino Real, Inc.
√	Lanyard Dial, MD, Vice-Chair , Physician, Ventura County Medical Association	√ Kathy Long , Ventura County Board of Supervisors
√	David Araujo, MD, Director , Ventura County Medical Center Family Medicine Residency Program	√ Tim Maurice , Private Hospitals/Healthcare System
√	Maylee Berry , Medic-Cal Beneficiary Advocate	√ Catherine Rodriguez , Ventura County Medical Health System
√	John Fankhauser, MD , Physician, Ventura County Medical Center Executive Committee.	Vacant , Physician, Clinicas del Camino Real, Inc.
√	Rick Jarvis , Private Hospitals/Healthcare System	

Staff in Attendance	Consultants/Guests in Attendance
Terrie Stanley , Health Care Agency (HCA) Director Managed Care	Tim Reilly, Pacific Health Consulting Group
Jon Polich , Assistant County Counsel	Javier Portela, California Department of Health Care Services
Dee Pupa , HCA Fiscal Manager	O. Z. Kamara, California Department of Health Care Services
Alison Sawyer , HCA Staff/Services Specialist	

AGENDA ITEM / PRESENTER	MOTIONS / MAJOR DISCUSSIONS	ACTION TAKEN
#1 Call to Order Terrie Stanley	<ul style="list-style-type: none"> The meeting was called to order at 3:00 p.m. A quorum was present (see Item #2) 	
#2 Welcome and Commission Member Introductions Terrie Stanley	<ul style="list-style-type: none"> Terrie Stanley welcomed everyone to the first meeting of the Ventura County Medi-Cal Managed Care Commission (VCMMCC). Commission Members and Staff introduced themselves, stating 	


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	<p>their names and appointment mandates (members) or support roles (staff).</p>	
<p>#3 Bylaws of the Ventura County Medi-Cal Managed Care Commission Attachment A</p> <p>Terrie Stanley</p>	<ul style="list-style-type: none"> • Ms. Stanley gave a brief summary of the bylaws, highlighting the composition and authority of the Commission as the governing body. • Ms. Stanley called for approval of the bylaws. • Mr. Polich noted that approval of the bylaws was necessary before election of chair and vice-chair as the bylaws provide the authority and the process for this to occur. 	<p>Dr. Dial made the motion to accept the Bylaws; Dr. Araujo seconded.</p> <p>Approved, 10-0</p>
<p>#4 Election of Commission Chair and Vice Chair</p> <p>All</p>	<ul style="list-style-type: none"> • Ms. Stanley called for election of Chair and Vice Chair, as provided for in the Bylaws. 	<p>Supervisor Long made the motion to elect Mike Powers as Chair; Maylee Berry seconded.</p> <p>Approved, 9-1.</p> <p>Dr. Fankhauser made the motion to elect Dr. Lanyard Dial as Vice Chair; Maylee Berry seconded.</p> <p>Approved, 9-1</p>
<p>#5 Brown Act Conflict of Interest</p> <p>John Polich</p>	<p>Information:</p> <ul style="list-style-type: none"> • John Polich presented information on the Brown Act open meeting laws. He highlighted the notice requirement: the agenda must be conspicuously posted 72 hours in advance of the meeting in a public place. Meeting discussions may not stray beyond the parameters set by the agenda. Regular meeting place and time must be communicated. <p>Openness requirements include: meeting must occur in an open accessible facility, ID of those attending shall not be required, the public may make comments before or during item discussion, meeting documents become public documents, (for the most part), and there is a prohibition against serial meetings.</p> <p>He noted that if a meeting is in violation of the open meeting laws, any decisions or actions taken during the meeting may be invalid and subject to action.</p> <ul style="list-style-type: none"> • Mr. Polich presented information on Conflict of Interest. He cited Section 1090 of the Gov't Code and the Political Reform Act. 	

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	<p>Section 1090 prohibits officers from entering into a contract in which they have a financial interest. The Political Reform Act prohibits government officials from participating in a decision in which they may have a conflict of interest. He noted that a conflict of interest arises when a particular decision will have a financial impact on the official.</p>	
<p>#6 Orientation to Plan Responsibilities Attachment B</p> <p>Tim Reilly</p>	<p>Information:</p> <ul style="list-style-type: none"> • Consultant Tim Reilly briefed the Commission on the County Organized Health System (COHS) contractual requirements, noting that the Department of Health Care Services (DHCS) contract does include some service exclusions. These are services paid or outside of the contract the COHS will have with the State. The following requirements were included: <ol style="list-style-type: none"> 1. Hiring key staff who be responsible for identified functions – including Chief Executive Officer (CEO), Chief Medical Officer (CMO), Chief Financial Officer (CFO) 2. Establishing sub-committees 3. Establishing delegation oversight for delegated functions. 4. Adopting budget, medical mgt, administrative, and human resources (HR) policies • Dr. Araujo asked if other Commissions have insurance for their members. Mr. Reilly stated that the Commission would need insurance for its Officers—this will need to be purchased soon. • A sample organizational chart was distributed—Ms. Stanley reminded the Commission that clinical determinations are made by licensed staff. • In reference to potential administrative costs and contract reimbursement, Mr. Reilly commented that revenue can't be projected until rates are received from the state. The Chair recognized Javier Portela from DHCS. Mr. Portela informed the Commission that the state develops rate on current Medi-Care fee-for-service utilization. He noted that rates are currently “in the queue” but could not be given to an entity that didn't exist. He assured the Commission that, now that it is seated, it will have the rates well in advance of the need to negotiate reimbursement. 	

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<p>#7 Authorize Study of Various Options and Return with Recommendation(s) Attachment C</p> <p>Tim Reilly</p>	<ul style="list-style-type: none"> • Mr. Reilly presented a power point addressing the Commission's administrative options. He first summarized the administrative responsibilities and then noted the following three options: <ol style="list-style-type: none"> 1. Hires all its own health plan staff 2. Outsource the major portion of the administrative functions, either to a commercial/public health plan or to a Business Process Outsourcing vendor (with or without risk sharing). 3. Combination of the two. <p>Mr. Reilly noted advantages/disadvantages to each option, including start-up costs, shared risk, and impact on local operational supervision.</p> <p>He informed the Commission that outsourcing can be a transitional strategy and has the advantage of providing an opportunity to work with an experienced partner.</p> <p>Mr. Reilly noted that two entities have approached Ventura County Health Care Agency (VCHCA) to discuss proposals for administrative partnerships – CenCal Health & Affiliated Computer Services (ACS).</p> <ul style="list-style-type: none"> • In response to a question from Commissioner Rodriguez, Mr. Portela stated that seed money from the state has not been available for a while. • Public comment: Rev R. Bracht recommended that the Commission consider how it wants to move forward—what kind of leadership it wants for Ventura County. • Ms. Stanley discussed some administrative items: contracts in place with Mr. Reilly and his group for consulting services, and with Milliman for actuarial services; establish insurance coverage for officers and commissioners, establishing a brand name (“dba”); and identify physical space for operations to the extent they occur locally. • In response to a question from Commissioner Berry, Ms. Stanley noted that the enabling Ordinance does not specify a timeline. • Mr. Reilly informed the Commission that the COHS must have a CEO, CMO, and CFO. The Commission will determine the staffing mix after that. Mr. Portela noted that the State has certain 	<p>Mr. Juarez made the motion to proceed with staff analyses of: (1) the three administrative options, (2) two identified potential administrative partners, plus one additional potential administrative partner to be identified by staff, and (3) policies, procedures, minimum qualifications and job description for CEO, CMO, CFO, and other staff as necessary; Mr. Powers seconded.</p> <p>Approved, 10-0</p>

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	<p>requirements and the Commission's job is to insure providers & members have a direct connection to the COHS and Commission.</p> <ul style="list-style-type: none"> Public Comment: Dr. De La Garza urged the Commission to not make too many decisions on the administrative model until the CEO, CMO, and CFO are on board. 	
<p>#8 Request - State of California Department of Health Care Services for Contract Regarding Services and Rates for Ventura Attachment D</p> <p>Terrie Stanley</p>	<p>Ms. Stanley noted that one of the items the State has requested is for the Commission, once established, to send a formal letter requesting rates. The letter, which will be signed by the elected Commission Chair, sheds light on the works and accomplishments already done by VCHCA staff, the County Executive Office and the Ventura County Board of Supervisors. Target operational date is six to nine months after rates are received from the State.</p> <p>Commissioner Maurice noted that this timeline was not consistent with that in the hand-out ("CURRENT Planning Activities and Timeline", 4-2010). Ms. Stanley state that that depends on the choices the Commission makes on administrative approaches. Mr. Reilly noted that with proper pacing in bringing on staff and development of administrative functions, budget and hiring, the Commission may reset timeline in discussions with the State.</p> <p>Public comment: Rev. R. Bracht noted that the process takes a lot of pre-planning with the State.</p> <p>Mr. Portela that the Commission may approve a different timeline, which the State will analyze and consider. Mr. Reilly suggested that revising the timeline be revisited at a future meeting.</p>	<p>Chairman Powers made a motion to approve the letter for sending to DHCS; Dr. Dial seconded.</p> <p>Approved, 10-0</p>
<p>#9 Commission Meeting Schedule Including Dates, Time and Location Attachment E</p> <p>Michael Powers, Chair</p>	<p>Supervisor Long noted that the last two 2010 meeting dates fall very close to holidays and suggested that they be changed to the Mondays prior to those dates, (from 11/22 to 11/15, from 12/27 to 12/20).</p>	<p>Dr. Araujo made a motion to approve the schedule as amended, Dr. Fankhauser seconded.</p> <p>Approved, 10-0</p>
<p>#10 Other Committees Proposed Composition</p> <p>Terrie Stanley</p>	<p>Ms. Stanley reminded the Commission that two committees are established by ordinance (Member/Consumer and Provider Advisory) and two are required by DHCS contract (Quality/Utilization/Peer Review and Credentials). She noted that other committees are possible including Strategic Planning, Executive, or Finance.</p>	<p>Supervisor Long made a motion to (1) approve the proposed composition/structure of the committees that are (a) set up by the Ordinance, and (b) required</p>

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	<p>Mr. Reilly commented that there is a distinction between standing committees and ad hoc committees. Most plans have standing executive or finance committees—important issues are brought to them first. Mr. Reilly provided a sample committee structure handout for the Commission’s reference.</p> <p>Ms. Stanley suggested that establishment of these other medical provider-based committees could wait until after the CMO is in place.</p>	<p>by DHCS contract, and (2) bring back proposals for executive and finance committee structures when the CEO has been selected. Approved, 10-0</p>
<p>#11 Final Comments from Commissioners</p> <p>All</p>	<ul style="list-style-type: none"> • Supervisor Long commented that she was pleased to be there, noting that there was a lot to the agenda and she expects the next one to be meatier. She appreciated having the State in attendance. She is looking forward to the mission and servicing the clients. • Mr. Juarez commented that it was great to be there. He noted that a lot of work went into preparation and he would like to see Commission members putting items on the agenda. • Chair Powers thanks everyone – the State, the Public, the Commission members. 	
<p>#12 Public Comment/Correspondence</p> <p>Open</p>	<ul style="list-style-type: none"> • Mr. Portela expressed thanks for the invitation to the meeting. He thanked the staff he has been working with – Tim Reilly, Terrie Stanley, and Dee Pupa. He noted that he and Mr. Kamara hope to be at each meeting to support the Commission, and recognized this as a big step for managed care. • Rev. R. Bracht noted that he was pleased to be in attendance and he has faith in the qualifications of the Commission to take this to the next level. 	
<p>#13 Adjourn</p> <p>Michael Powers, Chair</p>	<p>Mr. Powers adjourned the meeting at 5:17 p.m.</p>	

Submitted by: 
Recorder