

**Healthcare Workforce Development Division**

400 R Street, Suite 330
 Sacramento, California 95811-6213
 (916) 326-3700
 Fax (916) 322-2588
 www.oshpd.ca.gov

Members of the Commission

William W. Henning, DO, **Vice Chair**
 Roslynn S. Byous, DPA, PA-C
 Elizabeth Dolezal
 Michael Farrell, DO
 Katherine Flores, MD
 Carol Jong, PhD, RD
 Karyn Karp, CRNA, MS
 Catherine Kennedy, RN
 Laura Lopez
 Ann MacKenzie, NP
 Kathyann Marsh, PhD
 Angelica Millan, RN, MSN, RNP, FAAN
 Cathryn Nation, MD
 Joseph Provenzano, DO
 V. Katherine Townsend, PhD, MSN

**July 24, 2014
 Meeting Minutes**

**CALIFORNIA HEALTHCARE WORKFORCE
 POLICY COMMISSION (CHWPC)**

**Family Medicine Policy Meeting
 Teleconference/Webinar**

400 R Street
 Sacramento, CA 95811

OSHPD Director
 Robert P. David

Executive Secretary
 Lupe Alonzo-Diaz, MPAff

*Action may be taken on any
 item listed on the agenda*

Commission Members Present:

William Henning, DO - Chair
 Roslynn Byous, DPA, PA-C
 Elizabeth Dolezal
 Michael Farrell, DO
 Katherine Flores, MD
 Karyn Karp, CRNA, MS
 Laura Lopez
 Cathryn Nation, MD
 Joseph Provenzano, DO
 Katherine Townsend, EdD, MSN

Commission Members Not in Attendance:

Carol Jong, PhD, RD
 Catherine Kennedy, RN
 Ann MacKenzie, NP
 Kathyann Marsh, PhD, RN
 Angelica Millan, RN, MSN, RNP, FAAN

Staff to Commission:

Lupe Alonzo-Diaz, MPAff, Deputy Director
 Senita Robinson, MS, Section Chief
 Manuela Lachica, Senior Program Administrator
 Melissa Omand, Program Administrator
 Barbara Zendejas, Program Analyst
 Tyfany Frazier, Program Coordinator

Agenda Item 1: Call to Order

Lupe Alonzo-Diaz called the meeting to order.

Agenda Items 2: Introduction

Commissioners introduced themselves.

Agenda Item 3: Approval of June 18-19 Minutes

Commissioners reviewed and approved the meeting minutes as submitted.

ACTION ITEMS:

- Motion to approve June 18-19, 2014 Registered Nurse Funding Meeting Minutes (Flores), Seconded (Dolezal), Abstain (Lopez). Motion Adopted.

The June 18-19, 2014 Minutes are hereby incorporated as Attachment A

Agenda Item 4: Purpose of Task Force (7/10/2014) and Meeting

Lupe Alonzo Diaz explained that the Family Medicine Task Force was held on July 10, 2014 to recommend changes to the Family Medicine (FM) Request for Applications (RFA). The CHWPC would be reviewing and voting on these recommendations today.

Agenda Item 5: Review and approval of Family Medicine Task Force recommended modifications to the 2014 Capitation and Special Programs Request for Applications (RFA) for Family Medicine Program

Manuela Lachica led the discussion of Task Force recommended changes to the 2014 FM Capitation Application.

Capitation

- **Program Information Page 1:**
Add a Capitation Expansion only box and require applicants to submit an Accreditation Council for Graduate Medical Education (ACGME) or American Osteopathic Association (AOA) approval letter.
- **Proposed Changes to Section I – Statutory Priorities for Funding Page 9:**
Underrepresented groups will not be removed as the term underrepresented groups is referenced in the Statute that governs Song-Brown, Health and Safety Code Section 128200-128241.

Agenda Item 6: Public Comment on above

None

Agenda Item 7: CHWPC Approval of Family Medicine Task Force's Modifications to the Family Medicine RFAs

ACTION ITEMS:

Motion to accept Task Force Recommendations as presented with minor edits and the changes recorded above (Henning), Seconded (Nation). Motion Adopted

Proposed Changes to the 2014 FM Capitation Application is hereby incorporated as Attachment B

Special Programs

ACTION ITEMS:

- Motion to accept Task Force Recommendations as presented (Henning), Seconded (Dolezal). Motion Adopted.

Proposed Changes to the 2014 FM Special Programs Application is hereby incorporated as Attachment C

Agenda Item 8: Review and approval of Family Medicine Task Force recommended parameters for Special Programs

Manuela Lachica led a discussion on Special Program priorities. There are currently 16 priorities that the Task Force would like the Commission to consider when funding programs.

The Task Force recommended adding two Special Program priorities: Patient-Centered Medical Home (PCMH) training models and development, and recruitment, and retention of faculty in underserved communities.

Agenda Item 9: Public Comment on above

None

Agenda Item 10: CHWPC Approval of Family Medicine Task Force's Recommended Priorities for funding

ACTION ITEM:

- Motion to adopt funding priorities as presented (Henning) seconded (Dolezal)

The Song-Brown Priorities for Funding are hereby incorporated as Attachment D

Agenda Item 11: Review and approval of templates for Family Medicine Capitation and Special Programs Progress and Final Reports

Melissa Omand led the discussion on new templates for Capitation and Special Programs. She explained that the Task Force had several recommendations for the Commission

The Task Force recommended changes to the Capitation Final Report questions seven and ten. Changes were also recommended to the Special Programs final report questions four and seven and the addition of a question regarding the dissemination of information about the Special Program.

Any references to underserved communities will be changed to underrepresented groups to be consistent with the Song-Brown statute.

Agenda Item 12: Public Comment on above

None

Agenda Item 13: CHWPC Approval of Family Medicine Task Force's Recommend Progress and Final Report Templates

ACTION ITEMS:

- Motion to approve Capitation Final Report with changes to question seven and ten (Provenzano) seconded (Nation). Motion Adopted.
- Motion to approve Special Programs progress report (Provenzano) seconded (Henning). Motion Adopted.
- Motion to approve Special Programs final report with changes (Dolezal) seconded (Lopez). Motion Adopted.

Commission members recommended that a discussion regarding Programs that do not fully meet their Special Program objectives as specified in their application and subsequent contract take place at a future meeting.

Family Medicine Capitation Final Report, Special Programs Progress Report and Special Programs Final Report are hereby incorporated as Attachment E-1, E-2, and E-3.

Agenda Item 14: Discussion of CHWPC'S Current Underrepresented Minority (URM) definition to determine if it needs to be updated in the future.

Commissioners requested that Staff research current ethnicities currently in the URM definition to ensure that it is up to date.

Action Item:

- Motion to adopt updated URM definition and to continue the discussion at a later date.

Agenda Item 15: General Public Comment

None

Agenda Item 16: Future Agenda Items

- Discuss updating the URM definition
- Discuss future funding for programs that don't meet their stated Special Program objectives.

Agenda Item 17: Adjourn Meeting

The meeting adjourned at 2:48pm

All the attachments mentioned in these minutes can be found at:

http://oshpd.ca.gov/General_Info/Pub_Mtng_Notc_Agendas/CHWPC/2014/Task-Force-Meeting-Materials-July-10.pdf

