**Regional Healthcare Partnership 8**

**Monthly Conference Call**

**Tuesday, December 9, 2014 • 10:00-11:00 a.m.**

Phone Number: 877-931-8150 **•** Participant Passcode: 1624814

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**ATTENDANCE**

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| --- | --- |
| **Organization** | **Name(s)** |
| Bell County Public Health District | N/A |
| Bluebonnet Trails | Vicky Hall  Jennifer Bourquin  Lisa Carson  Beth McClary  Jamie Schmitt |
| Center for Life | Alexis Fletcher |
| Central Counties Services | Michael Pinon  Sharon McCann  Ray Helmcamp  Donna Flanery |
| Hill Country MHMR | Kristie Jacoby |
| Little River Healthcare | N/A |
| Scott & White – Llano | Kim Schroeder |
| Scott & White – Memorial | N/A |
| Seton Hospital System | N/A |
| Seton Harker Heights | N/A |
| Seton Highland Lakes | Crissy Calvert  Jennifer Ransier |
| St. David’s Round Rock Medical Center | Michelle Hays |
| Williamson County and Cities Health District | Matt Richardson |
| RHP 8 Anchor Team | Jennifer LoGalbo  Gina Lawson |
| Other Stakeholders | Elena Biasatti – Williamson County EMS Mobile Outreach |

**AGENDA**

1. **Welcome and Introductions (10-10:05 a.m.)**
2. **RHP 8 Learning Collaborative Updates and Upcoming Events (10:05-10:20 a.m.)**
3. [RHP 8 December Monthly Newsletter](http://us8.campaign-archive2.com/?u=085e5ace42badb60a4dba747d&id=46e4eadf5c)
4. [RHP 17 Learning Collaborative Opportunities](http://www.tamhsc.edu/1115-waiver/rhp17/lc/lcevents.html)

For additional information about RHP 17 learning collaborative opportunities, visit the [RHP 17 website](http://www.tamhsc.edu/1115-waiver/rhp17/index.html) or contact Shayna Spurlin at: [spurlin@tamhsc.edu](mailto:spurlin@tamhsc.edu).

1. The Behavioral Health/Primary Care and Care Transitions/Navigation Cohorts hosted introductory meetings on December 4th in Montgomery County. The Anchor team reviewed the goals and purpose of Cohorts.
2. Future meeting information will be posted online as dates and times are established.
3. Since RHP 8 does not have an active Care Transitions/Navigation Cohort in place, anyone interested in joining the RHP 17 Cohort is welcome to do so.
4. [RHP 8 Behavioral Health and Primary Care Cohort](http://www.tamhsc.edu/1115-waiver/rhp8/lc/cohort.html)

Update on December meeting and overview of goal and aims Cohort will focus on during DY4.

*Presented by: Crissy Calvert, Seton Highland Lakes,* [*cmcalvert@seton.org*](mailto:cmcalvert@seton.org)

1. On December 3, 2014, 13 Cohort members met to evaluate DY3 progress and determine DY4 next steps.
2. Joey Smith and Crissy Calvert will co-facilitate in DY4.
3. The Cohort completed the resource guide to increase communication and establish a referral process between the cohort members/agencies during DY3. The Cohort decided to use the guide for this purpose alone and utilize AuntBertha.com or 211 to locate other resources as they already provide comprehensive listings.
4. The Cohort is researching information to identify payment resources for medication for indigent patients upon discharge from hospital or clinic settings. The specific focus is on the 7-10 day gap from discharge to receipt of medication from a patient assistance program.
5. Next meeting: Wednesday, January 21, 2015 from 1:15-3:15 p.m. at the Seton Highland Lakes Business Complex in Burnet. New members always welcome.
6. **“Raise the Floor” – Focus Areas and Open Discussion (10:20-10:55 a.m.)**
7. Project Spotlight: **“Program Sustainability: Conducting 360° Sustainability Assessments”**

*Presented by: Dr. Ray Helmcamp, Central Counties Services (CCS),* [*ray.helmcamp@cccmhmr.org*](mailto:ray.helmcamp@cccmhmr.org)

Dr. Helmcamp will share information about a free, online, assessment tool Central Counties’ has found to be of value, and how they plan to incorporate feedback from various team members in the organization to provide a 360° sustainability score.

**What is the purpose of this tool?**

*“This tool will enable you to assess your program’s current capacity for sustainability across a range of specific organizational and contextual factors. Your responses will identify sustainability strengths and challenges. You can then use results to guide sustainability action planning for your program.”*

* Source: George Warren Brown School of Social Work – Center for Public Health Systems Science: <https://sustaintool.org/>
* Link to Overview and Template of Tool: <https://sustaintool.org/sites/default/files/Sustainability%20ToolV2_w%20scoring_12.11.13.pdf>
* Link to Sample of Completed Tool:   
  <https://sustaintool.org/sites/default/files/sample_report.pdf>

1. List of the tool’s evaluating factors: Environmental Support, Funding Stability, Partnerships, Organizational Capacity, Program Evaluation, Program Adaption, Communications, and Strategic Planning (8 domains with a total of 40 questions).
2. CCS plans to use the tool in the near future and facilitate implementation in the following manner:
   1. Identify staff members who will complete the tool, i.e., leadership, DSRIP project leads and project staff.
   2. Train staff on how to complete the tool, encouraging honest feedback.
   3. Enter scores into the website calculator.
   4. Analyze and evaluate data to identify which projects are sustainable, sustainable with challenges, or not sustainable.
   5. Present results to the CCS Board of Directors in February or March 2015.
3. Innovator Agent: **“Project Initiation and Charters: Building a Solid Foundation”**   
   *Presented by: Jennifer LoGalbo, RHP 8 Anchor Team*

The RHP 8 Anchor team will share information about the first phase of the project management (PM) lifecycle, project initiation, followed with an in-depth explanation about how to develop a project charter. Charters may be helpful resources for DSRIP Providers to have available as they contain key pieces about projects.

1. This presentation begins a 5-part PM process series with discussion of the first stage, initiating.
2. Future presentations will review the remaining four PM process stages: Planning, Executing, Monitoring and Closing.
3. We reviewed the 13 project charter components in detail as part of the initiating phase.
4. We reviewed a patient navigation project charter example.
5. Open Discussion
6. **Next Steps/Adjourn (10:55-11 a.m.)**

Next Conference Call: Tuesday, January 13, 2015, 10:00 – 11:00 a.m.

**NOTE**: Conference call meeting materials are available online at the [Conference Calls](http://www.tamhsc.edu/1115-waiver/rhp8/lc/calls.html) webpage.