

**Washington Health Alliance
Board of Directors**

**MINUTES
May 27, 2014**

Board members present: *Don Antonucci, EJ Blanchfield, Dr. Jeff Collins, Dr. Al Fisk, Dr. David Fleming (phone), Dr. David Grossman, Tom Hunt (phone), Greg Marchand, Rich Maturi, Dr. Pete McGough, Larry McNutt, Yvonne Peters, Charissa Raynor, Nancy Steiger, Dorothy Teeter, Caroline Whalen*

Board members absent: *Leanne Bough, David Hansen, Florence Katz, Tom Richards, Ron Sims*

Guests: *Doug Bowes (United Health Care Community Plan), Will Fox (Milliman), Paul Lambert (Forum Solutions LLC), Ted von Glahn (phone, Ted von Glahn Consulting)*

Staff present: *Wendy Cox, Susie Dade, John Gallagher, Emily Inlow-Hood, Teresa Litton, Jennifer Loyd, Mary McWilliams, Mark Pregler, Maria Wood*

Call to order and introductions

Caroline Whalen called the meeting to order at 2:30 p.m. She called attention to the Alliance's conflict of interest policy, which will be enforced more diligently. The Alliance's lawyer, Davis Wright Tremaine will be reviewing the policy and training will be covered at the June 24 board retreat. Ms. Whalen gave the board the opportunity to comment and ask questions.

Consent calendar

The board unanimously approved all consent calendar items.

Executive director report

Mary McWilliams reminded the board about the June retreat. A focus of the retreat will be the development of the Alliance's three-year business plan being funded by a Robert Wood Johnson Foundation AF4Q grant. Ms. McWilliams introduced two consultants hired by the Alliance to help prepare the plan: Paul Lambert of Forum Solutions LLC and Ted von Glahn of Ted von Glahn Consulting. She shared their credentials, experience and why the Alliance chose them to consult on the business plan. Mr. Lambert gave a brief overview of the timeline and planning process. The plan will be based on the Alliance's strategic plan and will address the impact of APCD, statewide expansion and membership growth on sustainability. A draft of the plan will be discussed at the September mini-retreat.

Mr. Lambert asked the board to fill-out a survey and to help facilitate some of the interviews with introductions to key Alliance stakeholders.

The board discussed how the business plan is different from the strategic plan. The business plan will be designed to garner financial resources in order to execute the strategic plan. The board also discussed what type of information will be collected via stakeholder interviews.

Action item: The board is to fill out the business plan survey as soon as possible and email it to Jenn Loyd at jloyd@wahealthalliance.org

Statewide Expansion Plan

John Gallagher reviewed the scope, goals and progress of the Alliance's statewide expansion plan. He recapped the Alliance's value to communities outside of the Puget Sound region as a source of expertise and information and how that value will be communicated. He also reviewed the Alliance's method of

**Washington Health Alliance
Board of Directors**

acquiring members statewide and asked for board input into statewide outreach. The board discussed the importance of fostering introductions and opportunities for Alliance presentations to stakeholders with a statewide scope. Mr. Gallagher will follow-up on introductions. The board discussed building an infrastructure for statewide expansion, including a business plan and targeting efforts to areas that have a relationship with the Alliance through Community Checkup and CMMI work. They also discussed ways in which the Alliance complements and supports the work of Regional Health Improvement Collaboratives (RHICs).

Action: The board asked to send John Gallagher names of prospective members. Alliance staff will work with Pete McGough to prepare a presentation for the Washington State Medical Association annual meeting.

Data Center Update

Ms. McWilliams asked the board to approve the Office of Financial Management (OFM) Scope of Work (SOW), which is the second contract the Alliance would sign for the statewide APCD development. She reviewed the Alliance's activities to date and listed the OFM's expectations for Alliance deliverables. The board discussed what the Alliance staff would do in-house and what the Alliance plans to outsource. The board unanimously approved the SOW. Ms. McWilliams said the contract may be signed in August and staff will keep the board apprised.

Mr. Pregler shared a diagram showing the hybrid IT solution structure of the APCD. The board discussed what sort of data would be included, who would own the data and the viability of switching data vendors or bringing data-processing in-house.

Executive Session (with staff)

Guests were asked to leave the room but staff was invited to stay for the Milliman Update in executive session.

Will Fox gave an update on how Milliman is meeting commitments. Mr. Fox reported that backlogged projects, problematic supplier data and adjusting to new systems are causing delays. He reviewed the current schedule of projects and reported Milliman will be transparent about challenges. Mr. Fox attributed the root cause of the delays to Milliman's rapid growth. The board discussed the lack of relevance of reports containing data that is more than a year old, and how delayed reports make them less useful to purchasers.

The board also discussed how they can help data suppliers submit data that does not cause delays and asked Milliman to report problems with data submission to Alliance staff in a timely manner.

Ms. Whalen requested a 'burn-down' from Milliman for each deliverable in order to track workflow. After Mr. Fox left the meeting, the board discussed having Mr. Fox give periodic updates at board meetings.

The meeting adjourned to Executive Session without staff at 4:30 p.m.

Respectfully submitted by Wendy Cox

Larry McNutt
Secretary

Date