



**Central New York Care Collaborative, Inc.**  
**Workforce Committee Meeting**  
**July 26, 2016**  
**1:00PM – 3:00PM**

Join In-Person	Join by WebEx	Join by Phone
<p>CNYCC Offices 109 Otisco Street, Syracuse, NY 13202</p> <p>Parking off Tully St (behind building)</p>	<p><b>When it's time, start or join the WebEx meeting from here:</b> <a href="https://webexuser.sjhsyr.org/orion/joinmeeting.do?MeetingKey=993874054">https://webexuser.sjhsyr.org/orion/joinmeeting.do?MeetingKey=993874054</a></p> <p><b>Access Information</b></p> <p><b>Meeting Number: 993 874 054</b> <b>Meeting Password: This meeting does not require a password.</b></p>	<p>Dial in number: <b>(315) 726-7001</b></p> <p>Access Code: <b>993 874 054</b></p>

**Member Roster**

<p>Elizabeth Nolan, Chair Dr. Allison Duggan Michael Lyon Carrie Roseamilia Coert Bonthius</p>	<p>Ruth Heller Dominic Robinson Eric Frost Rich Diodati James Swords</p>	<p>Gail Warchol Jackie McDowell Richard Hughes Joe Scripa Linda Daley</p>
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**AGENDA**

Time	Item	Topic	Presented by
1:00 PM	1.	Call to Order, Introductions, Agenda Review	Elizabeth Nolan
1:05 PM	2.	Review and Approve June 28, 2016 Meeting Minutes*	Elizabeth Nolan
1:10 PM	3.	CNYCC Overview Presentation	Lauren Wetterhahn
1:30 PM	4.	Review of Upstate PPS Aggregate Compensation & Benefits Survey Results	Greg DeWitt Tim Morris
1:55 PM	5.	Workforce Milestone Deadlines <ul style="list-style-type: none"> <li>- Partner Reporting</li> <li>- Deliverables</li> </ul>	Tim Morris



2:25 PM	6.	<b>Workforce Milestone Updates:</b> <ul style="list-style-type: none"> <li>- Staffing Impact Analysis reporting adjusted</li> <li>- Appeal for AV on Workforce Strategy Spending submitted to IA</li> <li>- Transition Roadmap (09/30/16)</li> <li>- Training Strategy (09/30/16)</li> </ul>	<b>Tim Morris</b> <b>Anita Merrill</b>
2:55 PM	7.	<b>Other Business:</b> <ul style="list-style-type: none"> <li>- Tim Morris introductory member meetings continue</li> <li>- Date of Next Meeting: 08/23/16</li> </ul>	<b>Lauren Wetterhahn</b> <b>Tim Morris</b>

***\*Denotes approval needed from Workforce Committee***

Attachments:

1. June 28, 2016 Workforce Meeting Minutes\*
2. Organizational Chart
3. Upstate PPS Aggregate Compensation & Benefits

**Antitrust Disclaimer/Notice:**

*This meeting involves organizations which compete with each other. This meeting, including all formal and informal discussions, shall be conducted in full compliance with federal and state antitrust laws. Except for purposes of the DSRIP program, there shall be no discussion of prices or price levels, bidding or markets; there shall be no agreement or understanding between or among competing organizations to limit competition. The antitrust laws promote and protect competition. Following this meeting, each of our organizations shall continue to independently and vigorously compete with each other.*

**Legal Duties Notice:**

*Persons serving on the Board of Directors and Committees of CNYCC owe CNYCC fiduciary duties of care and good faith. Board and Committee members are legally required to act in an informed and responsible manner when participating in Board and Committee decisions and to judge what is in CNYCC's best interests, irrespective of other entities with which the person is affiliated or sympathetic or to which the person owes his or her Board/Committee appointment. A Board or Committee member must execute his or her powers in good faith and in the best interests of CNYCC, rather than in his or her own interests or in the interests of another person or entity.*



**Central New York Care Collaborative, Inc. Workforce Committee Meeting  
June 28, 2016 1:00 – 3:00 PM**

**Committee Members Present**

*In person:*

- Coert Bonthius, Rich Diodati, Dr. Allison Duggan, Ruth Heller, Michael Lyon, Eric Frost, Richard Hughes, Carrie Roseamilia, Joe Scripa,

*On the phone:*

- Elizabeth Nolan, Jim Kennedy, Linda Daley, Jackie McDowell

**Other Participants**

*CNY Staff:*

- Lauren Wetterhahn, Tim Morris, Lee Shaw

*Non-Committee members:*

- Anita Merrill and Kelsey Jones (HWNY), Greg Dewitt (Iroquois Health Alliance)

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**Meeting called to order at 1:00PM**

**Introductions of each Committee Member occurred including those that called in.**

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**Review and approval of the May 10, 2016 Meeting Minutes**

Lauren Wetterhahn asked for the May 10, 2016 meeting minutes to be reviewed and approved. These minutes were from the workforce group and will transition to CNYCC meeting minute template going forward.

**MOTION:**

James Kennedy made a motion to approve the May 10, 2016 meeting minutes as presented. Richard Hughes seconded the motion.

The May 10, 2016 meeting minutes were unanimously approved with no changes noted.

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**Compensation and Benefits**

Greg Dewitt from Iroquois Healthcare Alliance presented the Compensation and Benefits Survey Summary and showed a few examples from the detailed report that will be available to the committee on an upcoming agenda. Iroquois performed surveys for 5 other PPS' as well and compiled an aggregate report that has been initially sent to each PPS. This report will also be available to the committee on a later agenda. The reports have been provided in excel for the ability to sort and search for specific data that was collected.

Eric Frost asked what was included in the benefits category. Greg replied that all fringe benefit information that an organization reported was included.

**MOTION:**

Eric Frost made a motion for the Compensation and Benefits survey data to be used for the required DSRIP submittal. Dr. Duggan seconded the motion.

The Compensation and Benefits Survey data for DSRIP submittal was approved by unanimous vote with no changes noted.

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**Cultural Competency/Health Literacy Training Strategy**

Lauren Wetterhahn presented on behalf of Bj Adigun a proposed Cultural Competency/Health Literacy Training Strategy.

**SEE ATTACHED PRESENTATION FOR REFERENCE.**

Lauren noted that CNYCC would circulate the CC/HL Strategy that was approved in December 2015 and mentioned that modifications/updates may need to occur.

Several committee members stated their organizations were available as resources and the State Office of Mental Health would be a valuable resource as well.

Dr. Duggan mentioned that most of the process being presented seems to be for providers (and staff) but CNYCC also should focus on the lack of presence for patient education. A key item to focus on would be to improve patient engagement.

Richard Hughes asked about the cross-over/correlation with the Patient Activation project and the PAM screenings now being used.

Lauren Wetterhahn mentioned CNYCC's strategy shows the process of working with providers first, then staff, and the next step would be to engage patients. Potentially a focus group would be created to speak on behalf of patients.

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**Current State/Future State Staffing Impact Analysis**

Anita Merrill of HWNY informed the committee of the June 30, 2016 deadline has been updated to mid-July. Templates were sent out mid-May. Data being collected will allow for a baseline. A Webinar and two separate virtual office hours were made available to assist with any questions. The next deadline will be September which will allow the narrative to be written July-September.

Lauren Wetterhahn stated CNYCC will provide a list of deliverables with deadlines.

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**Transition Roadmap****Training Strategy****Workforce Strategy Spending Update**

Lauren Wetterhahn provided the committee with an update on the Workforce Strategy spending. Our initial submission was \$3.4 million. The State allowed for additional time and the ability to resubmit due to revised guidelines. CNYCC was able to increase the submission to \$4.7 million which still falls short for our PPS target and will decrease the amount of payment to be received.

CNYCC is asking the State to consider a partial payment.

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**Upcoming Meeting Schedule**

The committee discussed that the ongoing meeting schedule for the monthly meeting will be the 4<sup>th</sup> Tuesday of each month from 1pm-3pm beginning July 26, 2016. The meeting invite will be updated and sent out shortly after today's meeting.

CNYCC By-laws and any committee documents will be sent to the committee for reference and updates. CNYCC Organization Chart and who is on other CNYCC committees.

One-on-one meetings or conference calls will be scheduled in the near future for committee members/partner organizations to connect with Tim Morris, CNYCC Workforce Manager.

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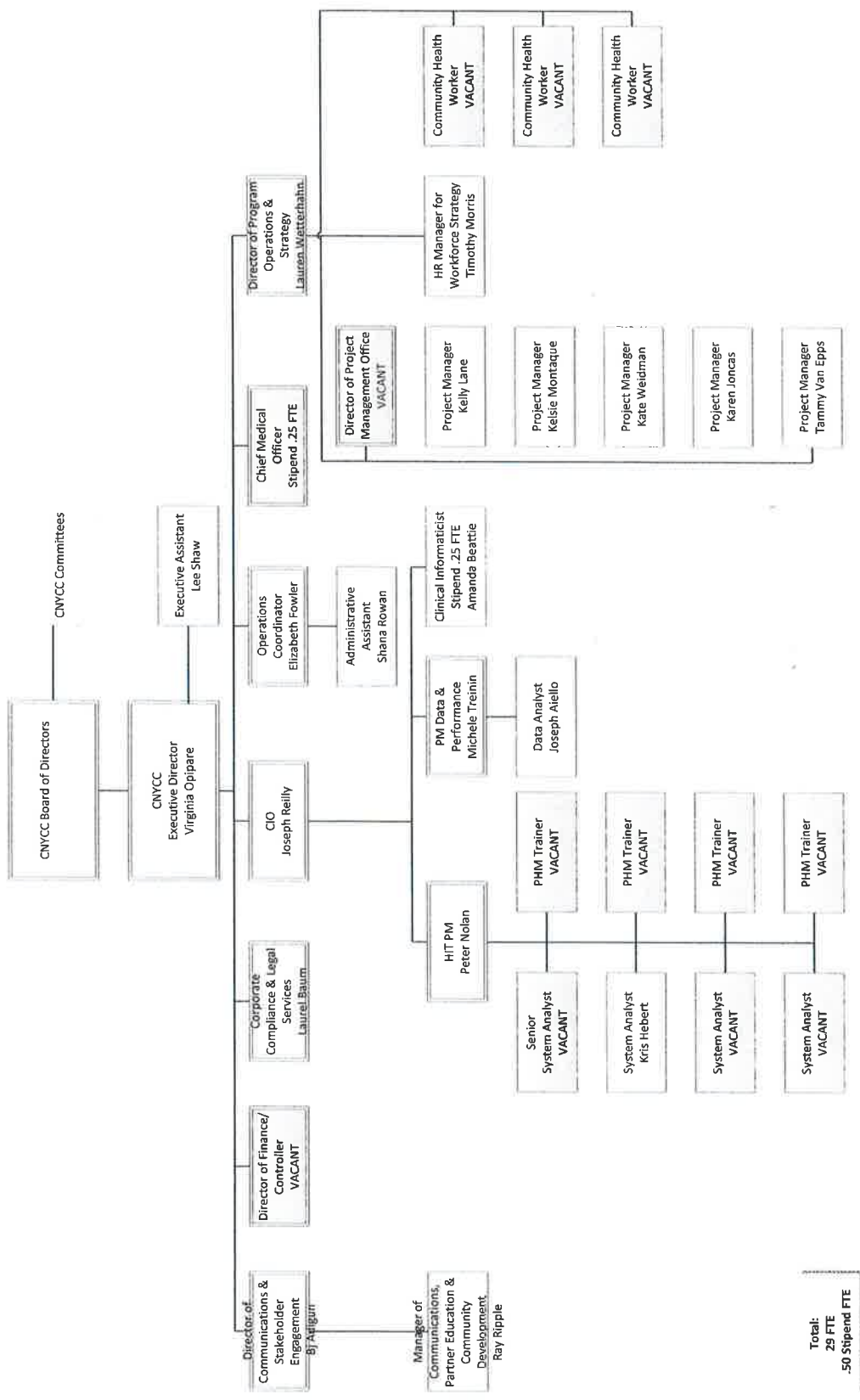
This concludes the Workforce Committee Agenda.

Meeting Adjourned at 2:47PM

Minutes Recorded By: Lee Shaw, CNYCC Executive Assistant

Minutes Certified By:

Minutes Approved:



Total:  
29 FTE  
.50 Stipend FTE

Filled:  
18 FTE  
.25 Stipend

Vacant:  
11 FTE  
.25 Stipend

