

Business Operations and IT Committee Meeting

Meeting Summary

October 26th, 2016

199 Water Street, 31st Floor, New York, NY

5:30 PM – 7:00 PM

In Attendance (in-person or by conference call):

- Michael Ahuja (Visiting Nurse Service of New York)
- Gerardo Escalera (OneCity Health Services)
- Sal Guido (NYC Health + Hospitals/IT)
- Richard Keller (All Metro Health Care)
- Al Marino (NYCIG RHIO)
- Richard Miller (SUNY Downstate Medical Center)
- Alina Moran (NYC Health + Hospitals/Metropolitan)
- Krista Olson (NYC Health + Hospitals/Corporate Budget)
- Inez Sieben (OneCity Health Services)
- *OneCity Health Services (Committee Support)*
 - *Alison Leung*
 - *Tatyana Seta*
- *COPE Health Solutions (Committee Support)*
 - *Carla D'Angelo*
 - *Lindsey Wallace*

Members Not In Attendance:

- Michelle Daniels-DeVore (SUNY Downstate Medical Center)
- Christina Jenkins (OneCity Health Services)
- Gary Stankowski (NADAP)
- Mike Matteo (CenterLight Healthcare System)
- Dilip Nath (SUNY Downstate Medical Center)

Item	Notes
1. Review of the September 14, 2016 meeting minutes	<ul style="list-style-type: none"> • September 14, 2016 meeting minutes approved.
2. PPS Updates	<ul style="list-style-type: none"> • Updates provided by Inez Sieben. <ul style="list-style-type: none"> ○ Mid-Point Assessment <ul style="list-style-type: none"> ▪ The DSRIP Mid-Point Assessment is currently underway as required by contract between NYS DOH and CMS. ▪ OneCity Health completed an onsite visit with the Independent Assessor (IA) on October 4th and an onsite visit with state DSRIP leaders and members of the state's Project Advisory Oversight Panel (PAOP) on October 25th. ▪ The NYS DOH is expected to release results for all PPSs in November for public comment.

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ OneCity Health has increased the network by one additional Medicaid billing organization, Community Care Management Partners (CCMP), a community-based lead Health Home; thereby, increasing the total partner additions to nine. ○ Partner Contracting and DSRIP Funds Flow <ul style="list-style-type: none"> ▪ In July 2016, under permission of the fiduciary, OneCity Health executed Schedules B with partner 1199SEIU Training and Employment Fund (TEF) for strategic advisory and direct training services intended for the entirety of PPS partners.
<p>3. Financial Health Assessment Results</p>	<ul style="list-style-type: none"> • Updates provided by Inez Sieben. <ul style="list-style-type: none"> ○ The Business Operations & IT Committee approved utilization of a Financial Health Assessment survey to obtain a baseline assessment of the financial health of partners, which is a DSRIP requirement. <ul style="list-style-type: none"> ▪ The initial survey was released February 22, 2016 to each partner's designated Master Services Agreement (MSA) signatory. ▪ A follow-up survey was included in the Master Partner Data Survey released April 4, 2016 for partners who did not submit their responses in February. ○ Of the 193 partners that responded, 191 partners had 0-3 unfavorable answers, 2 partners had 4-6 unfavorable answers and 0 partners had 7-10 unfavorable answers.
<p>4. IT Change Management Strategy</p>	<ul style="list-style-type: none"> • Updates provided by Gerardo Escalera. <ul style="list-style-type: none"> ○ The goal of the OneCity Health IT Change Management Strategy is to create a formal, standardized methodology in the handling of all IT changes. An IT change is defined as a modification or expansion of the existing software applications, data, or IT infrastructure. ○ The IT Change Management Strategy will aid in ensuring that changes are implemented correctly and completely, communicated appropriately, thereby reducing errors and invalid or risky impacts to the PPS. ○ Required elements for IT Change Management include: <ul style="list-style-type: none"> ▪ Initiation Plan ▪ Back-out Plan ▪ Impact/Risk Analysis ▪ Communication ○ The Business Operations and IT Committee will be responsible for the following: <ul style="list-style-type: none"> ▪ Review approved change request that has PPS-wide impact ▪ Review and confer on change management documents ○ Committee had good discussion on the proposed change management strategy and on its role.
<p>5. Funds Flow - Patient Centered Medical Home (PCMH) Application and Licensing Fees</p>	<ul style="list-style-type: none"> • Update provided by Inez Sieben. <ul style="list-style-type: none"> ○ The New York State Department of Health (NYS DOH) requires PPSs to transform all primary care practices of safety-net providers into National Committee on Quality Assurance (NCQA) 2014 Level 3 Patient Centered Medical Home (PCMH) or Advanced Primary Care Practice models. ○ Reimbursement will be based on proof of purchase of license and application fees between July 1, 2016 and March 31, 2017. This

	<p>upfront cost is a large deterrent for many partners, particularly small practices.</p> <p><i>Decision Item</i></p> <ul style="list-style-type: none"> ○ Committee recommends approval of Funds Flow for Patient Centered Medical Home (PCMH) Application and Licensing Fees by the Executive Committee for up to \$332k.
<p>6. DSRIP Phase II Funds Flow & Contracting</p>	<ul style="list-style-type: none"> ● Updates provided by Inez Sieben <ul style="list-style-type: none"> ○ Partners are currently working to execute on the metrics outlined in the Comprehensive Schedule B and Carve-out Schedules B from Phase I contracting, which will expire March 31, 2017. ○ Phase II contracting will include separate frameworks to address Medicaid billing and non-Medicaid billing partners, including community based organizations. ○ The target date for releasing Phase II contracts to partners is mid-March with an effective start date of April 1, 2017. ○ The objectives for Phase II contracting include: <ul style="list-style-type: none"> ▪ Expand/strengthen primary care capacity ▪ Support a care management model that prioritizes the most at-risk members ▪ Address behavioral health needs of the target population ▪ Address social determinants that have high impact/value
<p>7. PPS Financial Report</p>	<ul style="list-style-type: none"> ● Update provided by Tatyana Seta. <ul style="list-style-type: none"> ○ Committee members reviewed and discussed DY2 budget and actuals through DY2 Q2. ○ The OneCity Health Services Central Services Organization (CSO) budget is reviewed and approved by the NYC Health & Hospitals (NYC H+H) CSO Board, which reports to the NYC H+H Board. ○ Revenues and expenses are presented on a cash basis consistent with quarterly reporting to NYS DOH.
<p>8. Next Steps</p>	<ul style="list-style-type: none"> ● Next meetings: <ul style="list-style-type: none"> ○ November 16, 2016 – 5:30 – 7:00PM ○ December 13, 2016 – 5:30 – 7:00PM