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**MVBCN Executive Committee  
Minutes of the Meeting  
Tuesday, January 23, 2018  
3:00 PM**

**550 Hawthorne Ave. SE, Suite 140, Salem, OR 97301**

**Board Members Present**

Jamie Brasington, Consumer Advocate, alternate  
Commissioner Carlson, Marion County  
Greg Hansen, Administrative Officer, Polk County  
Commissioner Pope, Polk County  
Lisa Lilloco, Consumer Advocate

**County Health Departments**

Noelle Carroll, Director, Polk County Health Services  
Cary Moller, Administrator, Marion County Health Department

**BCN staff**

Cindy Becker, Executive Director  
Andrea Dabler, Executive Assistant  
Darlene Krenitz, Finance & Operations Director  
Rob McAdam, Quality & Network Director

**1. Call meeting to order: Welcome and introductions**

Commissioner Pope, Board Chair, called the meeting to order at 3:13 PM and invited those present to introduce themselves.

**2. Public Comment**

Commissioner Pope allowed for public comment; there was none.

**3. BCN Executive Director's Report (Information)**

**a. Outpatient services provided for children & adults in 2016 & 2017**

Cindy provided two handouts illustrating outpatient services for children and adults, for 2016 and 2017, by unique member.

- Cindy said claims paid data for 2016 and 2017 years is available upon request.

{Commissioner Carlson arrived 3:15 PM}

**b. Member Access by Quarter and by Month**

Cindy walked the committee through the member access report for quarter October – December 2017.

- Private provider expansion is expected to help with member access and provider capacity challenges once providers are fully staffed.
- Commissioner Pope requested to see WVP's member access data to compare against BCN's access data.

**c. Resources for WVCH Members and PCP Resources**

- Cindy distributed two resources for 1) primary care providers (PCPs); and 2) for WVCH members.
- Both resources call out referral information and phone numbers.
- Cindy said the goal is for BCN and our network to improve communication with PCPs.

**d. BCN Quality Plan**

Rob McAdam presented BCN's 2018 Regional Quality Plan.

- Rob and Lisa Parks, BCN's Quality Improvement Coordinated developed the region quality plan.
- Rob highlighted the four major focus areas related to access and quality.

**e. Level of Care**

Rob McAdam said the final draft of the Level of Care (LOC) is finished.

- The purpose is to outline services and member needs available in our outpatient provider panel.
- The LOC group is looking at outpatient providers and who is serving the most severe members need and determine the numbers in providers.
- The LOC tool will be a tool for all providers that will establish definitions, look at risk, and potentially assign funding based on level of care.
- One of the goals is to have a better way to identify populations being served.
- Rob will present the LOC process and protocol at a future meeting.

**f. Incentive Metrics**

Cindy said a small workgroup of providers has been meeting to work on an incentive metrics proposal.

- BCN's former Executive Director established incentive metrics, but it was not a true incentive payment; it was a withhold. Providers were unable to earn back the 1 – 5% withhold based on inability to achieve the outcomes established.
- BCN's current incentive metrics will offer financial incentives to providers who add certain needed services to their respective service menu among other incentives.
- Cindy will bring an incentive metrics proposal will be presented to the board at a future meeting.

**g. FamilyCare Update**

FamilyCare will close January 31, 2018. WVCH will get approximately 5,000 FamilyCare members; 300 members are currently receiving services outside of BCN's provider panel.

- BCN clinical team is working to establish protocols and procedures in preparation for receiving FamilyCare members.
- Providers currently serving FamilyCare members who are outside of BCN's network will be offered BCN's in-panel rates.
- BCN will allow for a 180-day out of panel transition period for FamilyCare members who are currently receiving services outside of BCN's network.
- BCN's Behavioral Health Care Coordinators will conduct clinical reviews and care coordination in advance of 180-days to assess if member(s) are able to transition to a BCN provider.

- BCN hired two former FamilyCare employees; Andrea Quicksall and Summer Hunker who will be Behavioral Health Care Coordinators. These two hires filled BCN's remaining clinical team vacancies.

#### **4. Workforce issues**

BCN's providers are struggling to get qualified and experienced mental health practitioners; this is a problem across the state.

- A small group of representatives from BCN's providers met to brainstorm a variety of options for how to compete in the job market for mental health practitioners.
- Commissioner Pope emphasized the importance of BCN to keep up with the trend in the healthcare market while being mindful of the budget impact.
- Cindy will bring a proposal to February meeting.

#### **5. FY 2016-17 Financial Audit Update**

Scott Muller, Kenneth Kuhns & Associates Auditor has concluded BCN's FY 2016-17 financial audit and present the audit report at the February meeting.

#### **6. Board Expansion and Advisory Council**

- The committee discussed the expansion of BCN's Board of Directors and creating an Advisory Council.
- The board deliberated on membership and will reach out to individuals to serve on the Advisory Council and Board of Directors.
- The board would like to convene the first Advisory Council meeting in February.

#### **7. Financial Update (Information/Action)**

##### **a. December 2018 YTD Financial Update (Information)**

Darlene Krenitz walked the committee through the December YTD financial report.

##### **b. WVCH Provider Services Agreement (PSA), amendment #4 and Administrative Services Agreement (ASA), amendment #2**

The WVCH – BCN PSA and ASA have been signed by all parties.

##### **c. 2017 Provider Contract Amendments**

Cindy reported that some private providers have exceeded their 2017 contract maximums.

- Cindy prepared a brief that indicates the six providers and their proposed increases.
- Cindy consulted with BCN's legal counsel and the 2017 contracts will need to be amended to increase their contract maximums.
- Cindy confirmed that BCN has adequate funds for these increases.

**MOTION:** *Commissioner Carlson made a motion to approve the contract amendments as presented; Greg Hansen seconded the motion. The motion passed unanimously.*

#### **8. Behavioral Health & Physical Health Integration**

Cindy initiated conversation about integration and gave the floor to Commissioner Carlson.

- Commissioner Carlson articulated the beginning landscape of the Behavioral Health Task Force that WVCH convened.

- The purpose of the task force is to work on behavioral health and physical health integration.
- Commissioner Carlson and Commissioner Pope co-chair the Behavioral Health Task Force. Cindy, Cary, and Noelle are also participants.
- Discussion ensued of progress of behavioral health and physical health integration to date and the extent of work and collaboration to be accomplished.
- Cindy will send out the list of WVCH's behaviorists to the board.

## **9. Executive Director Transition Planning**

### **a. Executive Director Replacement Process**

- The board reviewed Cindy's draft job description for the Executive Director and proposed elaborating on some job responsibilities.
- There are potentially three candidates for the Executive Director position.
- Cindy said BCN is currently undergoing a class and compensation study.
- Commissioner Pope, Cary, and Noelle have a meet & greet scheduled with one candidate.
- Commissioner Pope said a meet & greet should be offered to all interested parties.

### **b. Board Priorities**

Cindy asked the board to let her know of work priorities she needs to accomplish before she leaves.

### **c. 2017 Year in Review Follow-up**

This item was deferred to a future meeting.

## **10. Other (Information/Action)**

### **a. March 27<sup>th</sup> Executive Committee**

The board agreed to keep the March 27<sup>th</sup> meeting date.

### **b. List of Executed Contracts**

A list of contracts and amendments signed since the December meeting was distributed in advance of this meeting; there were no questions.

### **c. Executive Session (if needed) - pursuant to ORS 192.660 Sec. 2 (a) (b) (f) (h) or (i)**

An executive session was not convened.

Commissioner Pope adjourned the meeting 4:56 PM.

Minutes were prepared by Andrea Dabler.

*Next meeting: Tuesday, February 27, 2018 at 3:00 PM*