

CMMC STRATEGIC PLAN COMMITTEE

**Conference Call
Friday, April 19th, 2013
10:00 a.m. – 11:30 a.m.**

Dial: (217) 258-5599 - Code: 788005#

Call Chaired by Viviana Criado

MEETING NOTES

Members Present:

Nga Le
Rocco Cheng
Viviana Criado

Guests:

Kimberly Knifong (OHE)
Ruben Cantu

Members Not Present

Sergio Aguilar-Gaxiola
Jack Barbour
Janet King
Masa Nakama

Staff:

Monique Pernell

- I. Introductions – Review of Agenda

- II. Review of Meeting Notes from the March 15th Conference Call

Follow-up on decisions/agreements made on the conference call.

- III. Selection of a Member to Serve on the CMMC Ad-Hoc Public Affairs Committee

Viviana has indicated interest in serving on this committee. There was no one else from the Strategic Plan Committee who was also interested in serving, so there is no need for an election to take place.

Staff sent an email to the Committee members requesting whether someone else was interested. If someone else was interested, there would have been an election process discussed and put in place during this April 19th conference call. But because no one else responded, there is no need.

IV. Adding to the deliverables discussed at the March 25th CMMC meeting.

Viviana recalled that when the Strategic Plan Committee Deliverables were presented for CMMC discussion and approval at the last meeting, Kimberly Knifong, the contract liaison with the Office of Health Equity request that some additional information or recommendations be added to some of these. Staff just received DRAFT meeting notes from that March 25th meeting.

- Please see pages 7-8 of the draft meeting notes of March CMMC meeting (Strategic Plan Committee report in grey)
- Also see the Deliverable 3e which is the one which must be added to

ACTION: Finalize plan on how to proceed to add to and complete Deliverable 3e

Purpose: Content needs improvement to make it more meaningful and less broad.

Ideas for improvement of dissemination strategy - what is more effective than email communication?

Ruben recommends looking at how the SPWs do their dissemination. Ruben's concern is that CMMC is not funded for a lot of the methods that have already been brainstormed, such as media events, so soliciting help from partner/network organizations and the Department of Health may be necessary.

- 1. Start by doing an introduction of the dissemination plan, best approaches, and description of the need to identify appropriate funding/lack of resources that would make the plan effective.*
- 2. Utilize assisting networks*

Action Item: Ruben will gather dissemination cost estimates

V. Review of Instructions to CMMC Members for the Review of the Strategic Plan

A. Development of Questions for the CMMC when they Review the Strategic Plan in Person

Viviana's suggestions:

- 1. Is the proposed plan advancing the political vision, mission, and objectives of the MHSA and (49:15) while laying down the foundation for the building of an institution to support healthcare reform, a national initiative? (Rocco suggests this be broken down into smaller questions)*
- 2. What are some things the CMMC would like to see in the future?*
- 3. Are any populations missing?*
- 4. Is there adequate support for the proposed Strategic Plan from CMMC? Or, if the CMMC does not support the plan, what can be done to improve it?*
- 5. How many personnel are needed to move this forward/what are the financial implications?*
- 6. What is the timeline for implementation?*

Ruben would like the purpose of and venue for these questions needs to be clarified - the questions need to identify areas that will provide helpful information.

B. Review of initial email to CMMC members giving background and instruction

VI. Possible Activities to Further the Strategic Plan and the California Reducing Disparities Project (CRDP) in the future

Staff is proposing a change in deliverables that will emphasize educating the community regarding the Strategic Plan and forwarding input from the community to Office of Health Equity (OHE).

This is an informational item. Rocco feels this will be controversial and it is important not change the CRDP design. Support from the CRDP Partners is needed.

VII. Strategic Plan Public Comment Period – OHE – not on agenda?

Kimberly from OHE reported she has the green light to move forward with a 30-day public comment period. Minor editorial changes have been made to the format of the Strategic Plan document to help the public navigate it easily.

Preparations are being made to have the contractor post the document to the California Pan-Ethnic Health Network website (<http://cpehn.org/>) - target is May 1, 2013. OHE hopes to get organizations such as CMMC advanced copies between now and May 1st.

CMMC will have a face-to-face meeting soon to provide feedback, and a website is being set up to collect feedback as well.

OHE is exploring hosting state-wide community forums to gather feedback following the 30-day comment period. Request for proposals is targeted for fall of 2013.

Kimberly will talk offline with CMMC staff regarding the advanced copy distribution guidelines.

Committee recommends allowing the CMMC members two weeks to review the document after its May 1st release with a note that while the document is 58 pages long, the actual content is a little over 30 pages.

VIII. Upcoming Dates of Importance

A. Next CMMC Strategic Plan Committee Conference Call

Friday, May 17th, 2013

10:00 a.m. – 11:30 a.m.

B. Next CMMC In-Person Meetings:

1. TBD After the Strategic Plan is released to the Public
(At this point, likely sometime in May?)

2. Monday, June 17th, 2013 (*potential to be a 2-day meeting*)
10:00 a.m. – 4:30 p.m.
Sacramento, CA