**Governance Committee**

November 18, 2019

**Chair:** Jeff Combs

**Present:**Dr. Marc Babitz for Dr. Joseph Miner, Heather Borski, Curtis Burk for Paul Patrick, Ralph Clegg, Jeff Combs, Jerry Edwards, Jill Parker

**Visitors:** Nathan LaCross, Lynne Nilson, and Katherine Bark

**Voting Members:** Dr. Marc Babitz for Dr. Joseph Miner, Heather Borski, Curtis Burk for Paul Patrick, Ralph Clegg, Jeff Combs

**Co-Chairs:** Heather Borski & Jeff Combs

**Minutes**

Approve minutes from October 21, 2019 Governance meeting.

**Motion to approve minutes: 1st:** Jeff Combs **2nd:** Curtis Burk for Paul Patrick

**Vote Yes:** Dr. Marc Babitz for Dr. Joseph Miner, Heather Borski, Curtis Burk for Paul Patrick, Ralph Clegg, Jeff Combs

**ATSDR’s Partnership to Promote Local Efforts to Reduce Environmental Exposure -** Nathan LaCross

* Air sampling has been done in homes to determine level of risk and solutions and a public meeting will be held on Wednesday, November 20th regarding this.
* Information has been received by the San Juan County health department as to what sort of potential risks could result form the sighting of a new truck stop within their jurisdiction.
* Data from this past summer is being assessed on the Point of the Mountain Gravel Pit.
* Environmental assessments are primary and a number of cancer rate analyses are completed.
* This grant will fund two positions salary and fringe and includes travel to one out of state meeting, attending the UHEA conferences, and travel to sites and local health departments upon request.
* The funding levels have increased from $235,000 to $251,000 due to cost increase.
* Ralph Clegg motions to approve this but not as exempt. Dr. Marc Babitz seconds.
* Motion to approve the grant but reclassify to “Needs Review” status.
* Next year, 2020, Nathan will provide a list of projects worked on over the previous year to three years.

**Motion to approve grant but reclassify to a “Needs Review” status: 1st:** Ralph Clegg **2nd:** Dr. Marc Babitz for Dr. Joseph Miner

**Other Agenda Items:**

* **Home Visiting Funding -** Lynne Nilson and Katherine Bark
  + Katherine Bark is the new program manager for the MIECHV program.
  + An RFP was sent out earlier this year, nine sites applied and five were chosen to be funded.
  + A significant break in scoring between the top five and bottom four resulted in this decision.
  + Because 5 were chosen, not 6, there was some extra funding and a discussion was had with the top five candidates of possibly negotiating more funding.
  + Increases were negotiated and two of the five negotiated at 70-75% higher. The remaining three negotiated at about 7-10% higher.
  + Lynne Nilson was instructed by Dr. Miner and Curtis Burk to return to the original RFP amounts recognizing that contract amendments would be needed.
  + Katherine Bark created a Budget Redirects for the Project and Budget Project Officers.
  + When unofficially approved, it will go into the MIECHV and HRSA EHB system for final approval.
  + Contract amendments including the 7-10% increases are expected within the next six weeks.
  + A similar RFP is planned in early Spring and new sites will be funded moving forward.
  + There is a possibility of adding an additional site or increasing the current five sites with the availability of $190,000.
  + The five sites are:
    - Prevent child abuse Utah, Weber
    - Salt Lake County
    - Utah County (New)
    - South East county (New)
    - Wasatch county (New)
  + $520,000 was received last year in State dollars. This funding goes to Salt Lake County, Central District, San Juan, and Utah Navajo Health Systems.
  + The 80% listed in the contract is a Utah requirement and not in the Federal grant.
  + The model requirement is 60% average, but Utah has always been 80%.
  + When under that 80%, the numbers will be lower and must be justified to the Federal officers.
  + A meeting is planned to discus if Model Fidelity at 60% is best practice or a higher number.
  + Per Katherine Bark, most sites average about 75-80% in completed home visits.
  + More information will be gathered to determine if 80% is a realistic requirement.
  + If a home visitor falls below 60% one month, a warning is received. A second month results in a corrective action plan.
  + The financial penalty will be prorated based on the case load that the home visitor is meeting.
  + Of the 3 programs funded over the last 3 year, no home visitor has fallen under 60% requirement.
  + There are no penalties in the contract if completion falls below the 80% as this is a target goal.
  + Contract language will be reviewed to clarify 80% as a target goal as opposed to a requirement.
* **Silver & Cost Sharing**
  + Rate changes have been negotiated as the online system, Silver, is used as opposed to locals.
  + The change proposed was to have locals take the online requests and process them locally to maintain the program and assist with funding.
  + A past agreement was signed agreeing the state receives $1 of every birth certificate to assist in implementation of the new process that had been scheduled for June of 2019.
  + Dr. Marc Babitz will meet with Navina Forsythe to discuss this agreement.
  + This topic will be presented at a future Governance meeting.

**Next Meeting - December 2, 2019 - 11:30am - Room 401**

**Motion to Adjourn**

**Motion 1st:** Curtis Burk for Paul Patrick  **2nd:** Jeff Combs

**Voting Members:** Dr. Marc Babitz for Dr. Joseph Miner, Heather Borski, Curtis Burk for Paul Patrick, Ralph Clegg, Jeff Combs