

Primary Care and Community Health Reforms Work Group Special Meeting Minutes April 20, 2021

Meeting Date	Meeting Time	Location
April 20, 2021	12:00 p.m. - 12:30 p.m.	Webinar and Conference Call

Participant Name and Attendance

Primary Care and Community Health Reforms Work Group Members					
Lesley Bennett (Chair)	X	Shirley Girouard	X	Lori Pennito	X
Rowena Bergmans	X	April Greene		Deb Polun	X
Rick Brush	X	Karen Hlavac	X	Brad Richards	X
Stephanie Caiazzo	X	Lisa Honigfeld	X	Lyn Salsgiver	X
Seth Clohosey	X	Hugh Penny		Marie Smith	X
Grace Damio	X	Rita Kuwahara	X	Rachel Southard	
Angie DeMello	X	Ken Lalime	X	Elsa Stone (Vice Chair)	X
Paul Dworkin	X	Alta Lash		Randy Trowbridge	X
Mario Garcia	X	Leslie Miller	X	Lisa Trumble	X
Heather Gates	X	Noami Nomizu	X	Tom Woodruff	
Alex Geerstma	X	Martha Page	X		

Meeting information is located at: <https://portal.ct.gov/OHS/Pages/Primary-Care-Work-Group/Meeting-Agendas>

	Agenda	Responsible Person(s)
1.	Welcome and Roll Call	Lesley Bennett
	<p>The special meeting of the Primary Care and Community Health Reforms Work Group (PCCHR) was held on Tuesday, April 20, 2021 via Zoom.</p> <ul style="list-style-type: none"> • Lesley Bennett welcomed everyone and called the meeting to order at 12:02 p.m. • Lesley Bennett stated that the reason behind the special meeting was to change the PCCHR Charter and Bylaws to incorporate and establish the new subgroups. • PCCHR member attendance was taken by roll call. It was determined that a quorum had been established. 	
2.	Discussion and Approval of the Revised Charter and Bylaws to Incorporate the PCCHR Subgroups--Vote	Lesley Bennett
	<ul style="list-style-type: none"> • Lesley Bennett asked the members if they had reviewed the proposed changes to the PCCHR's Charter and Bylaws. She noted that since the proposed edits were sent out additional changes had been made. • Lesley Bennett asked OHS Executive Director, Victoria Veltri, to provide an overview of the proposed changes. 	

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- Victoria Veltri explained that the purpose of this meeting is to incorporate the two new subgroups into the Charter and the Bylaws. The additional changes were to reflect the names of the two new subgroups, allow for the potential of additional subgroups if necessary, and ensure that the requirements of the subgroups are similar to the overarching group.
- Victoria Veltri noted that the subgroups would still be public meetings and would follow the same requirements (e.g. posting of the schedules, membership, meeting minutes, etc.). She restated that the updates from the proposed draft document sent to the workgroup was similar except that in the new version, they are a little more specific.
- Lesley Bennett noted that the reasoning was also to ensure that the members of the public had access to all the information and that the group was in conformance with the state laws. She also requested that the group review the changes.
- Victoria Veltri asked Hanna Nagy to go through and explain the new changes to the proposed document.
- Hanna Nagy reviewed each of the changes made to the proposed document as well as the changes in the redlined version.
- Shirley Girouard asked about the rationale for the change and asked for confirmation that individuals would be in a subgroup would still be in the broader PCCHR workgroup, and that the subgroups could add individuals as needed.
- Victoria Veltri responded that members of the PCCHR were already asked about which subgroup they would participate on, however, there may be expertise needed on a subgroup which would require us to add individuals to the subgroup. The reasoning for the bylaw change is to reflect those changes.
- Victoria Veltri explained the two subgroups. The Community Health Subgroup will work more on the Health Enhancement Communities proposals. The Primary Care Subgroup will be the one advising on the primary care models and make recommendations on the primary care spending target.
- Hanna Nagy continued to the review the changes made to the proposed document and the redlined version.
- Martha Page asked if the subgroups needed their own bylaws or if this set of bylaws would govern the PCCHR as well as the subgroups. Victoria Veltri confirmed that the new bylaws would apply to the PCCHR and the subgroups.
- Lesley Bennett asked if there were any other comments, objections to the changes or advice. There was none voiced.
- Victoria Veltri provided the PCCHR with the plan for the subgroup meetings for the timing of the groups over the next few weeks and noted that Hanna Nagy and Michael Bailit will be leading the Primary Care Subgroup and Brent Miller and Victoria Veltri or another OHS Staff would be leading the Community Health Subgroup.
- Hanna Nagy noted that there were no changes to the Charter from the redlined version which was previously shared with the group.

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	<ul style="list-style-type: none"> Lesley asked if there was a motion to vote on the changes to the Charter and Bylaws. <p>The motion was made by Shirley Girouard and seconded by Elsa Stone to approve the Charter and Bylaws as described during the meeting inclusive of the changes. Vote was taken by roll call. There were no abstentions or nay votes. The motion passed.</p>		
3.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Next Steps</td> <td>Victoria Veltri, OHS</td> </tr> </table>	Next Steps	Victoria Veltri, OHS
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	<ul style="list-style-type: none"> The PCCHR members should have received notice of the first subgroup meetings. Please note that the members will receive materials in advance, and OHS will work to set up a consistent time for the meetings. All of the materials will be available on the OHS Website, including a redlined version and a clean version of the charter and bylaws. Shirley Girouard requested a comprehensive email of the membership of the subgroups, the timing of the subgroups and the bylaws/charter. She also asked about the possibility of attendance at both subgroup meetings. Victoria Veltri noted that all of the subgroup meetings would be open to the public and that the members of the PCCHR should feel free to attend the other subgroup as a member of the public. 		
8.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Meeting Adjournment</td> <td>Lesley Bennett</td> </tr> </table>	Meeting Adjournment	Lesley Bennett
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	<ul style="list-style-type: none"> The motion was made by Elsa Stone and seconded by Angie DeMello to adjourn the meeting. The meeting adjourned at 12:28 p.m. 		