



Community Advisory Council (CAC)

Monday, July 11, 2022, 12–2pm

Microsoft Teams

Minutes

A meeting of the Jackson Care Connect (JCC) CAC was held on Monday, July 11, 2022, at Jackson Care Connect – Via Teleconference

Committee Members Present: Autumn Chadbourne, Craig Newton (co-chair), Donald Bruland, George Adams, John Curtis

Committee Members Absent: Brenda Borchman, Melinda Sprague, Rich Rohde

Non-Committee Members Present: Yessenia Baltazar

Non-Committee Members Absent: Christina Hernandez, Danielle Martin (Rogue Community Health)

Staff Present: Belle Shepherd, Edith Gonzalez, Michael Klein, Nancy McKinnis, Riki Rosenthal, Sam Watson, Yelena Voznyuk

Staff Absent: Janet Holland, Jennifer Lind

Call to Order:

The meeting was called to order by Michael Klein at 12:03pm. The Welcome Message and Introductions followed.

Review of 2021 CHIP Cycle:

Three priority areas (see presentation):

1. Support community with priority areas that we have identified
 - a. One grant cycle in 2021.
 - b. JCC hosted two sessions (Sept and Oct) to provided technical assistance with the application process.
 - c. Successful applicants had to:
 - i. Be non-profit or governmental organization
 - ii. Use grant funds for expenses related directly to the project
 - iii. Be open to virtual site visit from JCC and CAC members to JCC during grant review process
 - d. Community Advisory Council led decision making and what CAC members must do (attend orientation, disclose conflict of interest, participate in confidential application review meetings, and attend virtual site visits).
 - e. Next steps for 2021 CHIP
 - i. Agencies will submit interim report by July 31, 2022

- ii. Final report due by December 31, 2022
- iii. Agencies will be scheduled for 15-minute presentations in Jan/Feb 2022
- iv. This is about the “community,” not only JCC members.
- v. JCC has approximately 61,000 members. Most of our programs will benefit JCC members and will be a great opportunity to support overall health of our community, including our members. JCC is looking to also serve the broader community, with a good chance to connect with other agencies. Another advantage is that it can transition funding to other parts of the system.
- f. JCC received 10 of the 21 grants submitted last year.
- g. A CAC Member will follow up to find out how many JCC members will be supported.

2022 CHIP PROCESS:

1. New CHIP Priority Area
 - a. Focus was developed in 2021 and added to the CHIP in 2022
 - b. Will expand and continue to develop during 2023 CHA process. Figure out what language we want to use to come together to have better conversations and to support other agencies.
 - i. Two goals:
 1. Address systemic racism and institutional basis within our region
 2. Remove barriers to accessing services and supports in our communities
 - c. Having Health Equity as part of each of the three priorities would be ideal, and to also capture all community voices.
 - d. We will be focusing on these priority areas for the Grants.
2. Overview of the 2022 CHIP Process and Timeline
 - a. Competitive grant process will be open to the community.
 - b. The same project will not be funded twice, but those agencies can apply for a different project.
 - c. Will open the doors for agencies with existing projects that have not yet been funded.
 - d. There is \$180,000 to award, compared to \$145,000 last year.
 - e. CAC is optional to review grants. Will bring in those with expertise to review certain grants.
 - f. Address at least one CHIP priority area.
 - g. Must be a government or non-profit agency.
 - h. Each grant will be reviewed by at least three people.
 - i. Will use Zoom Grants software for grant management and review.
 - j. Grants open July 15 and close September 1.
 - k. Training offered September 5 through a Zoom training.
 - l. CAC Review scores are due October 7 with the review October 10-14.
 - m. Will schedule site visits October 17-21 and conduct site visits November 7-11 with the final review November 14-18.
 - n. It will be a great benefit to know which projects will be approved ahead of time.

Reviewing Process:

1. Each grant to be reviewed by at least 3 people.
2. Will use a similar questionnaire and process that was used in 2021.

3. Review process will be completed through Zoom Grants with September training discussion held during the week of October 10, with available training to the new platform.

CAC Review Expectations

1. Attend Zoom Grants orientation.
2. Review submitted grants and score.
3. Attend initial grant review to determine applicants for site visits.
4. Attend as many site visits as you can.
5. Attend final discussion to determine grant awards.

Zoom Grants

1. Web platform
2. No fees
3. Can review and score grants.
4. Will lessen the amount of paperwork and give more opportunity for discussion.
5. JCC will hold a Zoom Grants Training in September.
6. Belle will be able to offer feedback and will give support where needed
7. Question was asked if scoring can be measured in decimals. CAC member will find out and let the group know.

Group Discussion:

- Member has concern and would like better representation; careful that we don't tokenize and that we understand the work they are doing. Need to be better connected and connect more folks.
- Discussed whether we could add a dual Medicare/Medicaid member to CAC to help to decide on grants in coming years. – CareOregon does have a line of business (around 1,700) who are dual eligible members. It is important to have their representation on the CAC and we can look into have a dual member on the board. Currently open to community partners at large and will make sure our CAC is properly represented (by the communities we serve). There is always an opportunity to expand our CAC.
- It was asked if members are to randomly go through the form process, or to go through the provided checklist. - Whatever works for each member is fine.
- Would like a clear understanding of each item before funding (compared to adding a total of numbers). – We need to hit as many priority areas as possible. Good to look at overall information over numbers.
- Underserved minorities in population -Request to change wording to focus more on health disparities.
- There is a concern about CAC members and their ability to use Zoom Grants, and would like more than one learning session, being that it is a new application for most everyone. – It was suggested to have the first training session for two hours to go over the step-by-step process to walk through together as a group, or for those who would like to join. Having a mock-up grant was also offered. Make sure there is

enough available time for review. Help will be available for all, with an additional option to print grant as a PDF and send to member to fill out manually. Want all to feel supported.

- Input from resources from State level: have CAC identify which of those align with evaluations? - Will be possible to weigh each question. Applications will not be solely based on score, but discussion of different perspectives with the group. Intersectionality: Has more impact and can change how one views a particular program. Scores are a good base line, more than determining the final factor.
- Question re: Strengths and Weakness. Would like to add: Can this be covered with technical assistance, and if so, what would that be?
- Would like to think about the rating system when multiple organizations are coming out with the same number. - That's when discussions come into play and consideration to the impact it will provide. Further training and clarity in review sheets will also help. Can gravitate to Grant Writers. Member went over the JCC Health Improvement Plan Grant Review Form 2022 draft to see how members feel and to give better clarity as to how to fill out the form...Please reach out if more detail/information is needed.
- Alignment: Is there a methodology to reach the target population? Need something more firm. Equity is always growing and learning. Can look at the intent and reach goals. Will consider including.
- Question #2 (Alignment w/Community Health Improvement Plan):
 - Circle type they are applying for (ex: formal housing) – This has been done on the Zoom Grants application (with a checkbox).
 - More time to be included in August meeting for further feedback.
- Question #4 (Commitment to Health Equity and Inclusions): Will change wording slightly to talk more about Health Equity
- Questions to weight heavier than others? - It will help to think which aspects/strengths are better than others. Many members are happy with the overall changes that have been made and appreciate that there will be a dummy Grant. More discussion opportunity to come.
- Question #6 (Budget) – Member would like more clarity. - This is automatically handled by the website.

Adjourn – There being no further business to discuss, the meeting was adjourned by Michael at 2:05pm. The next CAC meeting is scheduled for **Monday, August 8, 2022, from 12-2pm.**

Approval of Minutes:

Craig Newton (Co-Chair)