Coordination Committee Teleconference Notes

Date: 01/07/19

Time: 3:00-4:00pm

In Attendance: Anastassia Galant (SFDPH), Beth Neary (SFDPH), Ben Chaffee (UCSF), Irene Hilton (SFDPH), Kim Levine (SFUSD), Colleen Lampron (AFL Enterprises), Susan Fisher-Owens (UCSF), Margaret Fisher (SFDPH)

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| **AGENDA ITEMS** | **NOTES** | **ACTION ITEMS** |
| Pilot 1 Updates | Colleen:* Pilot 1 collaborative is officially rolling
* Developed aim, measures and driver diagram for the collaborative. Method is based on breakthrough methodology
* Convened experts on December 21st expert meeting with representation from SFDPH, DHCS, UCSF and partners across the city. Had engaged faculty had great feedback on metrics. Feedback confirms that collaborative is on the right track
* Application for first collaborative open, will close Wednesday 01/09. 4 teams have applied. We would like to fill the final spot, but a collaborative can be run with 4 practices.
* Looking to set the dates for the next Collaborative, so that practice can calendar the dates ahead of time in order to participate.
* Next collaborative will need 15 practices to participate, need to get word out and get support for next round of recruitment.

Irene: * Tight timeline for this first collaborative due to long time needed for the contracting process
* Had to shorten/condense within the 2 year timespan. Need to complete first pilot in 6 months.
 | Everyone to do a final word-of-mouth outreach for Pilot 1 recruitment that closes 01/09Christina to send CDA journal link to Coordination Committee |
| Pilot 2 Updates | Christina:* SFDPH in 2018, based on raw data: 2,831 clients were referred (reached 94% of annual goal), 2,291 clients contacted (101%), 2059 clients appointed (100%), and 2,008 clients attended appointment (130%)

Kim:* No big updates since last month, most staff were gone for the past month
* Contract has been signed since last meeting
* Have Motivational Interviewing training happening on 01/18 for Health Workers and nurses
* Moving forward with staff doing care coordination
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| Pilot 3 Updates | Christina: * All taskforces submitted draft slide deck for their community specific focus group findings
* Will be refining presentation in the coming month
* Will present findings to Health Workers, on the Coordination Committee call, will also invite them to ICC meeting which is the DTI advisory committee
* Planning for the 2 focus groups in 2019. Will convene the original focus group research team from 2018 to think through plans for 2019. Will focus more on message development rather than research aspect this year.
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| Pilot 4 Updates | Susan:* CHDP newsletter with care coordination bulletin, hoping more providers will be referring patients for dental care coordination
* No big updates from the 2 large sites UCSF and Kaiser
* Connected with Maxine Hall leadership for DTI presentation in 2019. Potential March training date.
* Got interest from Castro Mission Health Center for DTI Pilot 4 presentation

Christina:* Ben’s team reviewed all of the evaluation forms from Pilot 4 team in 2018
* Responses were very positive: 94% of participants felt comfortable discussing risk factor for cavities, 96% felt confident conducting oral health exam, 82% were confident in classifying severity of dental decay, and 81% in providing fluoride varnish.
* Irene and I will be meeting with FHC’s assistant medical director to discuss DTI participation
 | Christina to check in with Susan regarding Castro Mission Health Center interest in DTIChristina to share FHC meeting with Susan |
| Pilot 5 Updates | Christina: * Thanks to Anastassia, we have final report from SAFHC. They met their 20% RI goal, and are eligible for their full incentive of $31,000
* Anastassia will also be helping us with the baseline for 2019 for SAFHC and SEHC
* 2 community clinics participating this year are NEMS and MNHC
* Will be meeting with NEMS to give them an introduction on DTI Pilot 5, and what they can expect participating in the pilot
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| Data & UCSF Monitoring and Reporting Updates | Ben:* Pilot 4 training evaluation showed training were received quite positive
* Will have a solid evaluation plan for Pilot 2 care coordination going forward that will be useful for the state and for the Pilot 2

Anastassia:* Pilot 5 data and reporting in SFHN is pretty solid
* Will plan to have conversation with NEMS and MNHC to understand their system
* Working to determine baseline year for Pilot 5 2019 activities
 | Beth will reach out to Susan on primary care coding questions for Pilot 5 data reportingChristina will share list of 11 clinics that participated in Pilot 4 training with Margaret |
| Fiscal Updates | Beth:* We received the draft semi-annual reporting template on December 18th and shared feedback with DHCS on December 19th.  The revised final template has not been released, but will likely be similar to the draft we saw and they would like our first report by roughly March 31st (subject to adjustment).  We will first report on the 2017 and 2018 project years, and report quarterly in the future.
* DHCS approved our 3 supplemental proposals and have our revised budget under review for amending the DPH-DHCS contract (next steps are):

1. DHCS will send DPH amended contract to DPH to sign2. DPH will need to send revised funding notice to UCSF, SFUSD, and AFL Enterprises to do contract modifications to incorporate the funding.  3.The 2018 invoices need to be paid before the contract modification can be done4. Ensure DPH DTI project budget reflects the new contract total spending authority in the late January DPH budget submission* AFL, SFUSD, and UCSF will need to submit their 2018 invoices (through Dec. 2018) as soon as possible and no later than Feb. 15th.  Budget modifications to add funding can only be initiated after these invoices have been paid.
* Contracts unit is initiating 2019 Purchase Order requests for all multiyear contracts that will lead to new invoice templates being released for 2019 in the next two weeks
* MNHC contract certified
* NEMS Contract – NEMS received funding notice on November 21st, meeting with NEMS on Thursday to discuss contract details and answer questions
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| Cavity Free SF | Margaret:* Staffing changes: Epidemiologist’s last day is 01/31/19, hoping to get new staff onboard soon, Prasanthi, program coordinator is back from leave, Lisa Chung-Berens will also be back next Monday
* ICC meeting will be on 01/17/19
* Community taskforces meet regular and have been sending regular invoices and reports for Prop 56, General Funds, and DTI
* Working on strategic plan hiring. Have sent out proposal for consultant to work on the strategic plan 2020-2025/2020-2030 for San Francisco
* Received Metta Funds for $50K for the strategic planning work
* FV training scheduled at FHC in coming month
* CavityFree SF website is completed, will be showcased at the ICC meeting
* Prop 56 invoice and report submitted for fiscal year 17-18 in November
* SF Dental Services will help state with 3rd grade screening at local schools
* Working out stipends for 3rd grade screening dentists, and CFSF committee chairs
* Letter of Support developed by core team and sent to SDDTAC. With edits, will be sent to each of the Supervisors to support previous oral health recommendations (school-based sealants, CBO fundings, and water filing stations)
 | Coordination Committee to send any leads for strategic planning consultants to MargaretMargaret to share letter of support to group for edits/suggestions |
| DTI Staff Updates  | Christina:* DTI expansion for Domain 3 effective January 1, 2019. Dental providers are now eligible to participate in domain 3 relating to continuity of care

Irene:* Thank you to everyone for the work in the past year
* Pilots that took place met deliverables
* Waiting to get data from state to see if we were able to increase utilization for children 0-5 in San Francisco
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| 2018 DTI Annual Convening | Christina:* Had 2nd Annual convening on December 20, 2018
* Discussed challenges and successes in 2018
* Brainstormed inter-pilot collaboration ideas and had a 3 minute pitch of ideas
* Group generated innovative ideas. Will be good to review ideas to see how we can implement some of the ideas
 | Christina to include inter-pilot collaboration ideas for discussion at next call |
| Asks and Announcements | Margaret:* CFSF wants to track down SDD tax funds of oral health. Kim confirmed that they are moving forward with the school nurse, and that they are in process of hiring a Health Worker.

Christina:* Working on DTI newsletter for Jan-Mar, please send upcoming events and resources

DTI team:* February is Children’s Oral Health Month
 | Margaret will send out flyer for the Free Give Kids a Smile Day to SFUSD and to ChristinaChristina will look into ADA resources for the Children’s Oral Health Month |
| Next Meeting | Next meeting Monday, February 4, 2019, 3-4pm, via teleconference |  |