

AKHCAN EXECUTIVE COMMITTEE
Meeting Minutes
9/12/17

Members Present: Gina Brien (Network Director); Jan Chamness; Alex Stanley (for David Gross); Kay Hoffman; Lesley Newsome (for Andrew Bledsoe) and Mace Baker (for Fran Feltner)

Others Present: Keisha Cornett; Rashmi Adi Brown; Karen Cinnamond; Grant Victor and Jeffrey Liles

Meeting minutes from the 3/28/17 meeting reviewed. Motion made by Kay Hoffman to approve the minutes. Second made Jan Chamness. Motion passed Unanimously.

Membership and Bylaws

Gina Brien asked members to review the list. Changes include: having one person from each agency represented on the Executive Committee with staff listed separately; removal of Polly Mullins Bentley as she is no longer with KHIE; spelling and address revisions; and the addition of previously approved new members,

Gina Brien presented Kaylene Cornell from the Purchase District Health Department (PDHD) as a new AKHCAN member. Ms. Brien discussed the PDHD CHW programming; Ms. Cornell's participation in training; and the value she will bring to the network. Motion made by Jan Chamness to invite Kaylene Cornell to join the network. Second made by Kay Hoffman. Motion passed unanimously.

Jan Chamness discussed "organizational" membership and asked the group to review the bylaws regarding membership. Specific organizations to be invited would include: KPHA, KPCA, KRHA and KYACHWs. Members were asked to think of other potential organizational memberships.

While reviewing the bylaws, the group identified areas needing to be updated regarding membership (as discussed above), and service area (to reflect expansion). The MOA also is needing to be updated to reflect these changes. Motion made by Jan Chamness to amend the bylaws as described. Second made by Kay Hoffman. Motion passed unanimously.

Additional discussion surrounded AKHCAN meeting locations and the value of changing the meeting locations to engage individuals from other parts of the state.

AKCAN Marketing

AKHCAN Marketing was discussed as was a recent meeting with the Network Director, CHES staff, and Jeffrey Liles of Mound Marketing. Marketing activities will involve, securing a web domain for AKHCAN and building an AKHCAN website; developing materials promoting CHW programming and utilizing materials to recruit AKHCAN members. Ms. Brien asked committee members to send her any additional marketing ideas. Mound Marketing and CHES staff will be meeting and will provide a progress update at the upcoming AKHCAN full network meeting.

AKHCAN Training Model

Gina Brien and Rashmi Adi-Brown provided an overview of trainings delivered thus far to incentive recipients and others. They provided some training specifics and spoke about the critical importance of participant discussion when delivering training to CHWs. Jan Chamness specifically discussed “Bridges out of Poverty” and “Getting ahead in a just getting by world” trainings and their value to CHWs.

Ms. Brien provided an update regarding the CHW State Workgroups discussion regarding the creation of a training oversight board. The committee is interested in learning the process of having trainings approved. Discussion surrounded the promotion of AKHCAN trainings without prior “approval.” It was suggested that AKHCAN members review trainings prior to website and other promotion.

HRSA Network Development Grant #2

The group reviewed the “grant snapshot” handout provided by Gina Brien. Ms. Brien reviewed the handout and gave further information regarding components of the grant, including, technology; training; and evaluation.

KYACHW Annual Conference

Keisha Cornett provided an update regarding the upcoming KYACHW Conference, including, speakers; dates and location; workshops; registration; etc. All AKHCAN members are encouraged to attend. Recipients of the AKHCAN incentives are all registered and asked to attend specific workshops, including, “Documentation Matters” and Dr. White’s review of the Medicaid Waiver.

Next Steps

The next meeting of the full AKHCAN is scheduled for 12/5/17 at the Montgomery County Health Department beginning at 10AM and ending at noon. Lunch will be provided.

The next meeting of the AKHCAN Executive Committee will be 3/15/18.

Meeting adjourned