

**Joint Health Care Access and Physician Incentive Grant Review Board  
Meeting Minutes  
September 25, 2018**

**Members Present:**

Dr. Frank Batcha	Idaho WWAMI Medical Education Program
Lenne Bonner	Clearwater Valley Hospitals and Clinics
Yvonne Ketchum-Ward	Idaho Primary Care Association
Katrina Hoff	Area Health Education Center
Tammy Llewelyn	Proxy for Dr. Chan - University of Utah School of Medicine
Jared Papa	Idaho State University – PA Program
Susie Pouliot	Idaho Medical Association (IMA)
Neva Santos	Idaho Academy of Family Physicians
Mary Sheridan	Bureau of Rural Health & Primary Care
Dr. Kim Stutzman	Family Residency of Idaho (FMRI)
Brian Whitlock	Idaho Hospital Association
Dr. Bill Woodhouse	Department of Family Medicine Idaho State University (ISU)

**Chair Person: Susie Pouliot**

Quorum achieved.

**Bureau of Rural Health & Primary Care Staff:**

Tonne McCoy	Health Program Manager
Michelle Gordon	Administrative Assistant II

**Meeting called to order at 8:00AM**

**Introductions:**

Reintroduction of all members and introduction of new board member by Susie Pouliot.

**Vote on FY18 Board Meeting Minutes (Action item):**

The minutes from the prior year's meeting were unanimously approved.

**Bureau of Rural Health & Primary Care Updates**

- Staffing changes within the Bureau of Rural Health in 2018 were discussed.
  
- A lengthy discussion on open meeting laws took place and the importance of transparency.

**RHCAP/RPIP FY18 Recap**

A total of \$561,035.67 to 23 physicians. There are 17 physicians remaining in the program.

- RPIP updates:
  - Three Physicians completed the program early due to full qualifying debt payoff.

- Dr. Seibold was granted a one-year continuance of \$12,500 to cap him at the \$100,000 maximum. Board members voted prior to the board meeting to allow him a one-year continuance.
- **Current RPIP fund balance and projections for RPIP fund**
  - Tonne McCoy presented the current RPIP balance with the budget projections to prepare for a decision on how many awards will be available this year.
  - Brian Whitlock mentioned we need to capture the adjustments that was agreed upon in emails outside the board meetings and ratify at the annual meeting.
  - Dr. Woodhouse suggested adding a standing agenda items for adjustments of prior year awards.
- RHCAP updates
  - Tonne McCoy presented a recap of the 7 awards totaling \$179,350 given last year.
  - Challenges worked through were primarily personal turnover and unavoidable.

#### **Discussion of Rural Physician Incentive Program (RPIP) award amounts**

- \$640,000 received from the State Legislature as an annual appropriation.
  - Receipted \$327,394 into the fund from student fees.
  - Projections show the current state appropriations and student receipts can support annually 14 awards at \$100,000 per participant over 4-year period. The fund would still have a positive balance.
  - Board members discussed what would happen if the legislature didn't fund the annual appropriation and it was determined the board would provide a reduced number of awards.
- Current RPIP fund balance is \$1,600,000 and projections for RPIP.
- Consideration of number of RPIP awards for FY19. **(Action items)**

#### **Call for Executive Session, pursuant to Idaho Code § 74-206(1)(d), FY19 RPIP and RHCAP review and discussion. (Action item)**

##### **FY19 RPIP review and discussion (Action items):**

- In FY19 there is \$1,658,541 available for distribution.
- 14 RPIP applications reviewed and scored. Before discussion, board members were asked to recuse themselves if they had a conflict of interest.

##### **FY19 RHCAP review and discussion (Action item):**

- In FY19 there is \$198,442 available for distribution.
- 16 RHCAP applications were reviewed and scored. Before discussion, board members were asked to recuse themselves from projects if they had a conflict of interest.

##### **Final RPIP and RHCAP Award decisions (Action item):**

- Following a lengthy board discussion, motions were made and carried for the following RPIP awards:
  - **Dr. Lance Hansen, Bear Lake Family Care & OB/GYN**, \$25,000 for the first year and \$12,500 for the second year
  - **Dr. Kristin Satterfield, St. Luke's Trinity Mountain Primary Care**, \$25,000 per year for 4 years
  - **Dr. Scott Conover, Power County Hospital District**, \$25,000 per year for 4 years
  - **Dr. Desiree Crane, Steele Memorial Medical Center**, \$25,000 per year for 4 years
  - **Dr. David Larsen, Pocatello Children's Clinic**, \$25,000 per year for 4 years
  - **Dr. Luke Poulter, St. Luke's Family Medicine Nampa Greenhurst Clinic**, \$25,000 per year for 4 years
  - **Dr. Jared Thompson, Saint Alphonsus Medical Group - Elm**, \$25,000 per year for 4 years
  - **Dr. Charles Clair, Minidoka Memorial Hospital**, \$25,000 per year for 4 years
  - **Dr. Zachary Halverson, Sandpoint Family Health Center PLLC**, \$25,000 per year for 4 years
  - **Dr. Avery Jeffers, Franklin County Medical Center**, \$25,000 per year for 4 years
  - **Dr. Cindy Parsons, Pocatello Children & Adolescent Clinic**, \$25,000 per year for 4 years
  - **Dr. Tyson Steel, Minidoka Memorial Hospital**, \$25,000 per year for 4 years
  - **Dr. Bradley Terry, Weiser Memorial Hospital's Family Medical Clinic**, \$25,000 per year for 4 years
  - **Dr. Lance Wehrle, Bingham Memorial Hospital**, \$25,000 per year for 4 years
  
- Following a lengthy board discussion, motions were made and carried for the following RHCAP awards for one year:
  - **Genesis Community Health, Inc.** funded \$29,496.00 for personnel wages
  - **Snake River Community Clinic** funded \$28,831.00 for dental care, mailing medications, hygiene kits, and provide mammograms
  - **Challis Area Health Center** funded \$35,000.00 for clinician retention through loan repayment for Physician Assistants Danny Fife, Miles Haeberle and Max Smith
  - **North Canyon Medical Center** funded \$21,754.00 for Diabetes self-management
  - **Southwest District Health** funded **\$35,000.00** for clinician retention through loan repayment for Nurse Practitioners Kristen Rosin and Mandy Renak
  - **Franklin County Medical Center** funded **\$10,000.00** for clinician retention through loan repayment for Physician Assistant Chantee Wyatt
  - **Power County Hospital District** funded **\$12,500** for clinician retention through loan repayment for Nurse Practitioner Trena Phillips
  - **Glenns Ferry Health Centers** funded **\$5,000.00** for physician recruitment
  - **Terry Reilly Health Services** funded **\$9,380.00** for expansion of services in the Marsing Dental Clinic

- **Minidoka Memorial Hospital and Clinic funded \$11,481.00** for physician retention through loan repayment for Dr. Muir
- **Alternative funding will be given to Terry Reilly** up to the maximum awards amount of \$25,620 if any awards are declined for the expansion of services in the Marsing Dental Clinic

**Call for concluding Executive Session, pursuant to Idaho Code § 74-206(1)(d), FY19 RPIP and RHCAP review and discussion. (Action item)**

#### **Board Meeting Review Process and Debrief**

- Discussion about process improvement and how to account for the new fund appropriations within our process.
- Discussed ineligible applications and how they are currently removed from the applicants. Staff currently reviews for ineligible applications and if staff is unsure or unable to rule on eligibility, they can seek input from the board through the score process.
- A lengthy discussion took place about how awarded applications can put money at risk for it being reverted if not used. The grant application and guidance sections could be used to avoid this from happening. Specifically, these documents could provide:
  - Information about cost reimbursements.
  - Guidance about relocation or sign on bonuses.
- Susie Pouliot suggested that thank you letters to Representative and co-sponsors for their continued support. All board members unanimously agreed that this letter will be drafted by staff but will come from the board.
- Board binders are to be continued in paper copy and not be available electronically.
  - Confidentiality is a concern for the applicants.
- Questions came up regarding how retention is tracked currently.
  - Retention is one-year post program completion and to see if they are still at the site post RPIP.
  - Staff considers it a success if they stay in Idaho, regardless if they stay at the original facility.

**Meeting Adjourned at 3:30PM**