

**Association of Alaska Community Health Aide Program Directors
Meeting Minutes – February 14-15, 2011
Anchorage, AK**

CHAIRPERSON	Sue Steward (Chugachmiut)
CHAIR-ELECT	Marshall Van Scoyk (BBAHC)
SECRETARY-TREASURER	Donna Hicks (CRNA)
PAST CHAIR/ADVISOR	Crystal Stordahl (TCC)
RECORDER	Shae Aliu (ANTHC)

Member/Organization			Member/Organization		
George Peter	Akiachak Native Community	A	Nora David	Mt. Sanford Tribal Consortium	E
Annette Siemens	Aleutian/Pribilof Islands Assn.	E	Etta Ahkinga	Native Village of Diomedede	E
Marshall Van Scoyk	Bristol Bay Area Health Corporation	E	Fannie Hernandez	Native Village of Kwinhagak	A
Lisa Wade	Chickaloon Village Trad. Council	A	Chrystal Moon	Native Village of Tyonek	A
Jody Hatch	Chitina Trad. Village Council	A	Helena Bock	Ninilchik Traditional Council	A
Sue Steward	Chugachmiut	P	Grace Ng	North Slope Borough	P
Donna Hicks	Copper River Native Association	P	Barbara Collins	Norton Sound Health Corporation	P
Lona Ibanitoru	Council/Athabascan Tribal Gov.	A	Dr. Martha Cotten	Southcentral Foundation	A
Susan Shoemaker	Eastern Aleutian Tribes	P	Steve Gage	SEARHC	P
Alicia Lynn Reft	Karluk Tribal Council	A	Crystal Stordahl	Tanana Chiefs Conference	P
John Pearson	Kodiak Area Native Association	P	Theresa Marks	Tanana Tribal Council	A
Sheila Gregg	Maniilaq Association	P	Rhoda Jensen, Acting	Yakutat Tlingit Tribe	A
Rita Foley	Metlakatla FMC/AISU	A	Bill Schreiner	Yukon Kuskokwim Health Corporation	P

A = Absent E = Excused P = Present

Guest/Organization		Guest/Organization	
Torie Heart	ANTHC	Carol Odinzoff	ANTHC
Herman Geffe	NSB	Diana Redwood	ANTHC

Monday, February 14, 2011

CALL TO ORDER, REVIEW OF AGENDA, MEMBER INTRODUCTIONS		Sue Steward
Discussion		
Agenda –		
<i>Motion:</i> Bill Schreiner made a motion to approve the agenda with changes, 2 nd by Barbara Collins. Approved.		
Follow-Up		
MEETING MINUTES		Sue Steward
Discussion		
<i>Motion:</i> Donna Hicks made a motion to approve the December 2010 Minutes with changes, 2 nd by Grace Ng. Approved.		
Follow-Up		
Final December minutes will be placed on the www.akchap.org website. (completed 2/11)		
AACHAPD BYLAWS		Sue Steward
Discussion		
18 votes out of 26 were received. With a vote of more than 2/3 the revised AACHAPD Bylaws were approved. Sue Steward signed the new Bylaws.		
Follow-Up		
The new Bylaws will be placed on the www.akchap.org website.		
RAC APPOINTMENTS		Sue Steward
Discussion		
There are 10 slots for RAC currently the approved members are:		
Heather Koponen	Marshall Von Scoyk	
Donna Hicks	Dan Thomas	
John Everson	Nancy Reed	
Beverly Davis		
Other nominations are:		
Cheryl DeBose	Cindy Langmade	
Nora David	Susan Shoemaker	
Follow-Up		
Nora David was unable to participate in RAC, Susan Shoemaker offered to step in and a motion was made to approve on the morning of February 15, 2011.		
CERTIFICATION BOARD STANDARDS AND PROCEDURES		Crystal Stordahl
Discussion		
Before the September meeting a few people met via teleconference and started going over the CHAPCB Standards and Procedures word by word and didn't get very far. The CHAPCB Standards and Procedures need to be reassessed from the perspective of the Health Aide program.		
The document is not available electronically. It stays with an attorney in a software format that is no longer in use. It should be made available to the AACHAPD in an updated format.		
It would be helpful if the document was updated to include sections or a way to easily distinguish between CHA, DHA and BHA.		

Follow-Up	
Work Group teleconference to continue to review the CHAPCB Standards and Procedures on March 15, 9-11 am; March 29, 9-11 am. Carol Odinzoff will set this up via ConnectPro.	
GRANT FUNDING AND HOW IT SUPPORTS CHA/P EDUCATION	Diana Redwood/Ellen Provost, ANTHC Epi Center
Discussion	
<p>Alaska native people experience twice the new cases of colorectal cancer and twice the amount of death. Colorectal cancer is a cancer that you can screen for and prevent. Alaska Tribal Health System is doing better across the board for the rate of screening. In 2000 there was only 28.9% of people age appropriate screened and in 2010 it was 54.7%. The goal for 2014 is to have 80% of age appropriate people screened.</p> <p>The colorectal cancer grant was received and is a 5 year grant from CDC. Right now the Epi Center is in year 2 of the grant. The mission of the grant is to promote colorectal cancer screening across the Alaska Tribal Health System through provider education, patient education, public outreach and also trying to get more people screened.</p> <p>For more information about the Alaska Native Epidemiology Center please visit www.anthc.org/chs/epicenter or email anepicenter@anthc.org.</p>	
Follow-Up	
CODING UPDATE	Cheryl Skiffington, ANTHC Business Resource Support Center
Discussion	
Cheryl goes through the codes that the State of Alaska has approved for health aides to use.	
Follow-Up	
<ul style="list-style-type: none"> • Talk to your coders prior to the September meeting 	
SHINING STAR NOMINTAIONS REVIEW	Group
Discussion	
The applications are located on the www.akchap.org website and should be turned in on March 25, 2011. On March 29, 2011 a CHAPCB Review Teleconference is scheduled; participants will stay on longer to go over Shining Star Nominations.	
eCHAM UPDATE	Sue Steward
Discussion	
On February 8, 2011 Sue Steward traveled to the Tribal Health Director's meeting and asked for a Tribal Health Director to sit on the steering committee. Cheri Hample is going to be on the steering committee and they are still recruiting for a Senior Project Manager.	
STRATEGIC WORK 1 & 3 YEAR TASKS – ASSIGNMENTS	Group
Discussion	
Members voted on which were the most important topics. It was decided that Technology, Maximization of Communication in CHAP and AHS and Financial Stability were the key topics to discuss.	
Follow-Up	
<ul style="list-style-type: none"> • A follow up letter needs to be sent to the ANTHC Training Center regarding recurring funds and a letter that was sent in 2009 needs to be completed by 2/18/11. • A letter regarding distance pre-session courses 	
Adjourn	<i>Motion: Bill moved to adjourn, Sheila 2nd. Approved.</i>

Tuesday, February 15, 2011

CALL BACK TO ORDER, ANNOUNCEMENTS	Sue Steward
Discussion	
<i>Motion:</i> Crystal made a motion to appoint Marshall Van Scoyk, Donna Hicks, Cheryl DeBose, Cindy Langmade and Susan Shoemaker to the vacant RAC positions. Grace 2 nd . Approved.	
Follow-Up	
PRIORITY REVIEW AND PLANNING	
Discussion	
<p>Forum – working with LifeMed again. Melany Cueva and Cancer group on campus is doing cancer prevention and education. Blind and visually impaired group is doing a limited walkthrough of their facility. Diabetes and Diabetes Education group is going to speak. Cheri Hample is going to speak about assertive communications, EMS Competition, AFHCAN. There will be a photo contest like last year. Please go back to your organizations and find stuff to donate for the door prizes.</p> <p>Convocation – Convocation should be returned to the CHAP Directors for planning. Content should include management skills, cross cultural and adult education, teaching methodologies, competency based assessments.</p> <p>A convocation work group will be made to include the Executive team, a couple of other CHAP Directors (Herman Geffe, Barbara Collins, John Pearson, Bill Schreiner), ARC and RAC Chairs.</p>	
STRATEGIC WORK ASSIGNMENTS	
Group	
Discussion from the previous day on key topics continued.	
Follow-Up	
<ul style="list-style-type: none"> Refer to the AACHAPD Statewide Program Assessment Objectives. 	
ROUND TABLE: MANAGEMENT ISSUES	
Group	
Discussion	
<p>SEARHC – Have approximately 12 health aides, 25 midlevel providers and 9 village clinics. HR dictates a lot of what a health aide is. Try to make workloads manageable by staffing. The biggest complaint besides salary is workloads. New facilities in most of the locations, trying to get a new facility in Hoonah. Looking at accrediting all the clinics in AAAHC by 2012. Trying to have health aides do more then look at a sore throat and be more pro active in patients care. Most vacancies are closed, currently looking for one midlevel provider for Hoonah.</p> <p>CRNA – Have 5 villages that are served. All 5 villages are staffed with a health aide; one decided that she wanted to be on call so that she may spend time with her family. Donna is also the Deputy Health Administrator for Community Health Services, has other programs that she oversees. Really trying to have the Health Aide program be more supportive to other community outreach programs. Building a model where health aides are treating the whole person and not just a symptom. Hope to have applications to the CHAPCB for 3 health aides in June. Did hire a new midlevel and will be coming on in May.</p> <p>TCC – EHR, IPC3. Trying to manage the changing scope of practice the health aides. Will be moving to mandatory certification at the advice of legal council. Discuss potential of a career ladder with financial aid for health aides; had on CHP move to a PA-C. Building a 95,000 sq. ft. clinic in Fairbanks as a JV project with IHS. Going to start providing services in Tok.</p> <p>EAT – Trying to get JCAHO Certification. Hired a few new health aides and still have several vacancies. Have an EMT class going on right now; health aides' instruction EMT classes for the region. Doing IPC3 as well.</p> <p>NSB – Moving to a new building. Herman is now the instructor/trainer. Had 2 students just finish PreSession, 2 waiting on Session II, and 5 waiting on Session IV. Sent 4 CHA/Ps to the last cancer education training. Also sending 2 to the EMT recertification in the last week of March. This year is election year.</p> <p>NSHC – A new hospital is being built and will open in November 2012. Currently have 15 village in the service area; Diomedede handles all their own health aides. Been working with health aides to become more compliant with CLIA. Trying to become JCAHO compliant. Been working with behavioral health to assist with debriefing. Planning for a health aide retreat this year. End of March the SIs will be going to management training in Las Vegas. Every month there is a polycom meeting with the SIs and their particular villages; that is the time where health aides can tell them</p>	

whatever problems they are having. One of the issues was safety; they had the chief of police, mayors, city councils included in the meetings to let health aides know the policy and procedures they should follow. Self defense training is being offered for the nursing staff and health aides. Hired 2 midlevels, still need one more. Hired a consultant to assist with EHR.

Maniilaq – 4 Vacancies in the office and 6 in the regional clinics. Kathy a new CI came in October. Have a lot of people who are still in need of training. The office of the president did a salary survey.

YKHC – Our documentation has exceeded the standard in the lower 48.

Follow-Up

PREPARE MAY 2011 AGENDA

Discussion

The May 2011 agenda was displayed on the projector and decisions were made about what topics to include.