



Region 7 Program Improvement Advisory Committee Charter

Committee Details	
Purpose and Goals	<p>Vision: A health care delivery system that improves member health outcomes and reduces cost.</p> <p>Mission: To convene a diverse, multi-disciplinary network of health care providers, community organizations, other service providers, as well as Health First Colorado (Colorado’s Medicaid Program) members and advocates to provide feedback on processes and systems to improve health, access, cost, and satisfaction of members and providers.</p> <p>Purpose:</p> <ol style="list-style-type: none"> 1. Engage and strengthen the health neighborhood and community in Region 6 of the Accountable Care Collaborative (ACC), which includes: Boulder, Broomfield, Clear Creek, Gilpin and Jefferson counties. 2. Provide a forum to give feedback about Colorado Community Health Alliance’s (CCHA) processes and systems. 3. Create a health neighborhood and community leadership network within the region. 4. Advise on strategies for reinvesting CCHA incentive funds to support and strengthen the Health Neighborhood and Community. <p>Objectives and Focus Areas:</p> <ol style="list-style-type: none"> 1. Solicit strategic and tactical input on CCHA processes and systems. 2. Create aligned goals and outcomes across the health neighborhood and community. 3. Review deliverables and performance data to identify opportunities for improvement. 4. Present new initiatives implemented within CCHA. 5. Discuss program policy changes and provide feedback. 6. Review member outreach materials. 7. Identify barriers to participation in Health First Colorado. 8. Collaborate to design and implement approaches to address barriers. 9. Share information from CCHA Provider Meetings, Member Advisory Council, and State Program Improvement Advisory Committee.
Scope	To provide stakeholder oversight of the Regional Accountable Entity (RAE) for Region 7.
Responsibilities and Expectations	<p>Co-Chairs The co-chairs are voting members of the PIAC, selected by voting members through a nomination process. There shall be three co-chairs, each representing a different population. The co-chairs shall serve a one-year term, but not be term-limited. At the end</p>

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of each term, the voting members will decide if the sitting co-chairs will serve another term. The roles of the co-chairs include:

1. Provide feedback on agenda items initiated by CCHA staff
2. Facilitate review and final vote of CIP applications, co-chair elections, and other items that require a vote

Staff Liaisons

Staff from the CCHA community partnerships team support the PIAC through:

1. Agenda setting with co-chair feedback
2. Slide creation
3. Overall meeting facilitation responsibility
4. Breakout group facilitator
5. Presentation support
6. Monitoring chat during meetings
7. Voting member application and approval
8. Meeting minutes and vote facilitation

Recorder

CCHA is responsible for taking minutes at each meeting. Minutes will be posted to the CCHA website within four weeks of each meeting. PIAC members will be notified by PIAC@cchacares.com once the minutes are posted for their review and approval.

Voting Members

Voting members will receive a packet that describes participation requirements and timelines from PIAC@cchacares.com. The basic expectations of voting members include:

1. Attend quarterly PIAC meetings
2. Review minutes prior to meeting and submit a virtual vote with approval and/or changes.
3. Participate in CIP application voting process, which includes reviewing applications, actively participating in voting meetings, and providing timely responses to emails regarding ideas and perspectives on CIP applicants

Communication

1. Invitations for all PIAC meetings will be sent from PIAC@cchacares.com
2. Communications from PIAC regarding special updates, minutes, and meeting follow-ups will be sent by PIAC@cchacares.com through constant contact
3. Special accommodations requests will be sent out four weeks prior to a meeting

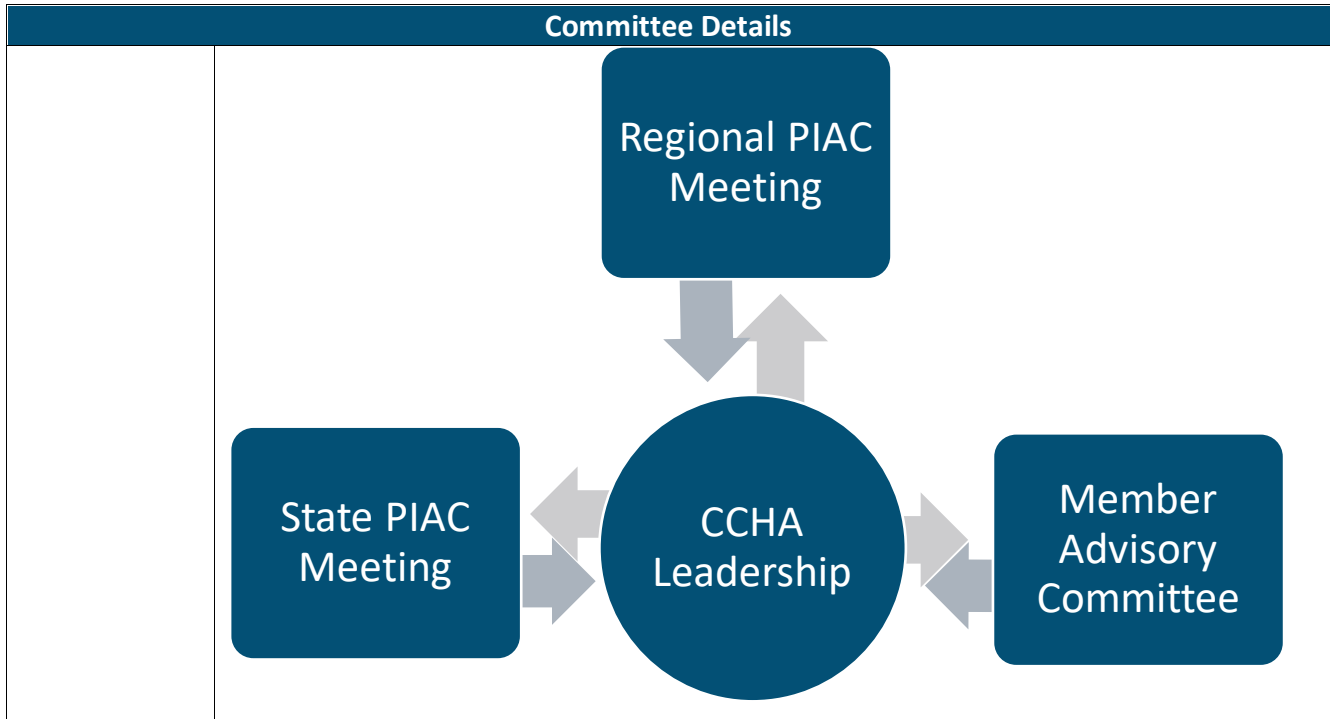
Membership Composition

Committee Membership:

CCHA values the diverse expertise of the health neighborhood and community and is committed to providing opportunities for PIAC participation to include, but limited to, representation from:

- Health First Colorado members and advocates, representing members across life-stages and health conditions
- Primary Care providers, including: federally-qualified health centers, independent community clinicians, rural health centers
- Behavioral Health providers, including: community mental health centers, substance use disorder providers, independent community clinicians
- Representatives of hospitals and specialty care
- Representatives of oral health

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	<ul style="list-style-type: none"> Representatives of long-term services and supports Representatives of community-based organizations <p>Membership Structure: The PIAC committee will have voting members. CCHA will ensure a variety of Community-based partners, providers, and Health First Colorado members are selected to be voting members.</p>
Membership Terms	Voting members shall serve a minimum of one State fiscal year, with the option of serving up to three fiscal years before reapplying. At the end of each fiscal year, voting members will have the opportunity to confirm continuation. Voting members who wish to continue after the third year will need to complete a new application to continue.
Voting Rules	<p>Voting Member Expectations</p> <p>A quorum of 75% is required for voting. Members are responsible for reviewing and approving the charter, quarterly meeting minutes, CIP application review, CIP awardee vote, co-chair, and elections. Attendance at each quarterly meeting is highly encouraged, but not mandatory. If a voting member does not attend a voting meeting, whether in-person or through a virtual platform, they may not appoint a proxy and their vote will not count.</p>
Reporting Structure and Requirements	<p>The reporting structure is designed to ensure consistency and communication flow between other forums and meetings, which include CCHA Provider Meetings, the CCHA Member Advisory Council (MAC) and the State Program Improvement Advisory Committee (PIAC). A representative from the MAC will be a voting member on the Regional PIAC to share information across committees and increase alignment. The Regional PIAC will report to CCHA’s leadership to ensure the feedback and ideas voiced in the meetings are communicated back to all leadership personnel. In addition, a representative from the Regional PIAC will participate in the State PIAC to share information between both forums.</p> <p>Minutes will be posted to the CCHA website within 30 days.</p> <p>See flow chart below for the outlined committee reporting structure:</p>



Meeting Logistics	
Frequency	Quarterly
Time	4-5:30 PM
Duration	1.5 Hours
Location	<p>The meeting will take place at a central location in one of the Region 7 counties and/or through a virtual environment.</p> <p>Reasonable accommodations will be provided upon request for persons with disabilities.</p>

Date Approved	2/28/2023
Review Date(s)	2/15/2023