

To: Children's Community Physicians Association Board of Directors

From: Kena Norris, Executive Director

Re: Minutes of Monday, April 8, 2019 CCPA Board of Directors Meeting

**Members Present**

Virginia DePaul, MD  
Tim Geleske, MD  
Mary Hall, MD  
Valerie Kimball, MD  
Jonathan Necheles, MD  
Ushma Patel, MD  
Guy Randolph, MD  
Dov Shapiro, MD

**Members Absent**

Douglas Ashley, MD  
Rebecca Unger, MD

**Others Present**

Jennifer Jackson  
Kena Norris, MJ, FACHE  
LaVonna Swilley, MBA

**1. Call to order and approval of minutes**

**Valerie Kimball, MD**

The Children's Community Physicians Association (CCPA) Board of Directors meeting was held on Monday, April 8, 2019 at L. Woods Restaurant, Lincolnwood, IL. Dr. Valerie Kimball, President, called the meeting to order at 6:55 pm.

A. ***Motion 1:*** *To approve the minutes from the 01/14/2019 Board Meeting. (Attachment 1).* The motion was made, seconded and unanimously approved.

**2. Report from the Treasurer**

**Kena Norris, MJ, FACHE**

Ms. Norris mentioned that minimal financial transactions are expected during the first quarter of the year. She pointed out the projected Board approved budget on the YTD financial statement (Attachment 2). The total membership is 365. Ms. Norris directed the Board's attention to the new members that have joined CCPA and the balance sheet with the bank account totals. Ms. Norris then reviewed variances, which included \$7,000 for CMS insurance sponsorship under operating revenue that has not been received. The biggest variance under operating expenses was the Clinically Integrated Network (CIN). Due to its amount, the quarterly \$25,000 payment has not been processed as the check requires a second signature, which will be done by the President as this board meeting.

- A. **Motion 2:** *To approve Treasurer's Report for YTD Financial Statement as of 02/28/2019 (Attachment 2).* The motion was made, seconded and unanimously approved.

### 3. Report from the President

Valerie Kimball, MD

- A. Credentialing Committee Update (*Attachment 3*)

Dr. Kimball reviewed the list of physicians credentialed during the months of February and March of 2019. Four physicians resigned and one physician was terminated from CCPA. There are eight new physicians in the initial credentialing process. The Cigna annual delegated agreement audit results was 100%.

- B. Member Termination (Dr. Kuta)

Ms. Norris reported that Dr. Anna B. Kuta has not maintained compliance with her pediatric board certification by participating in Maintenance of Certification (MOC). The credentialing committee allowed her one year to become compliant. Ms. Swilley reported that Dr. Kuta was board certified the last time she was recertified by CCPA, but has not been board certified since 2015. Since Dr. Kuta has not regained her board certification, the credentialing committee has recommended that her membership be terminated. Per the CCPA Bylaws, the credentialing committee can terminate a member. However, Ms. Norris wanted to make the Board aware and also get their approval of the termination.

- A. **Motion 3:** *To approve the Credentialing Committee Report. (Attachment 3).* The motion was made, seconded and unanimously approved.

- B. **Motion 2:** *To terminate Dr. Kuta due to non-compliance of maintaining her pediatric board certification.* The motion was made, seconded and unanimously approved.

### 4. Report from the Executive Director

Kena Norris, MJ, FACHE

- A. CCPA staffing update

Ms. Norris reported that CCPA followed the Ann & Robert H. Lurie Children's Hospital of Chicago's process for termination of the Member Relations Specialist, Tisa Williams, who is no longer employed with CCPA. The position is now open and CCPA is currently recruiting candidates with credentialing and/or managed care experience strongly preferred.

- B. Property/General Liability Insurance

Ms. Norris reported that CCPA had Directors & Officers insurance to protect the Board and management, but did not previously have any business insurance. When the lease was renewed with Lurie Children's, it required CCPA/PP to have business insurance with a \$1 million occurrence insurance and \$3 million aggregate. Ms. Swilley secured a policy that provided the required coverage for CCPA and CCPA Purchasing Partners at a total cost of \$1,800 annually.

C. CCPA Annual Meeting – Wednesday, May 15<sup>th</sup>, Café la Cave

Ms. Norris mentioned that the invitation to the annual meeting has been mailed to each practice. Ms. Swilley provided information on the speaker, Paul Vanchiere, and who will present on budgeting, and staffing recruitment and retention for medical practices.

D. CCPA specialists' concerns

Ms. Norris reported that a specialist practice contacted her and requested that she speak to the CCPA Board about his concerns. Dr. Weigel received a call from Eric Brilliant stating that they were not in the CIN as they never signed a group practice agreement. Subsequently, this practice did not receive the incentive payment in January from the CIN. However, this practice had been a CIN participant for the past five years and had also submitted the required quality data to the CIN. Scott Wilkerson has since told the practice that they did sign the group practice agreement, but not the specialist agreement. Dr. Weigel then produced the group practice and specialist agreements that were both executed five years earlier.

During their discussion, Mr. Wilkerson shared that the CIN had not voted on the specialist integration into the CIN, but offered another agreement for this practice to sign. After this interaction with the CIN, Dr. Weigel's primary concerns were the representation of CCPA specialists and would they benefit from CIN payor agreements. The CIN Board representatives for CCPA will present this matter to the entire CIN Board.

**5. CIN Update**

**LCHPCIN Board Representatives**

No CIN Update.

***Other business discussed:*** Dr. Shapiro shared that follow up reports are not being sent for his patients who received treatment in the ER. Northshore and Advocate have stopped sending the reports. Lab and x-ray reports are not being sent as well. Dr. Shapiro said that all the physicians who are not part of their EMR should be receiving electronic faxes.

The next meeting is scheduled for July 8, 2019 at 6:30 pm at L. Woods Restaurant.

**6. Adjournment** – CCPA meeting was adjourned at 7:21 pm by Dr. Kimball.

**7. Closed Session (8:00pm)**

**Dr. Kimball and Dr. Necheles**