

To: Children's Community Physicians Association Board of Directors

From: Kena Norris, Executive Director

Re: Minutes of Monday, July 10, 2017 CCPA Board of Directors Meeting

Members Present

Sheri Ross, MD
Michael Siegel, MD
Tim Geleske, MD
Valerie Kimball, MD
Douglas Ashley, MD
Mary Hall, MD
Jonathan Necheles, MD
Ushma Patel, MD
Rebecca Unger, MD
Susan Sirota, MD
Virginia DePaul, MD
Dov Shapiro, MD

Members Absent

Alison Gehle, MD
Guy Randolph, MD

Others Present

Kena Norris, MJ, FACHE
LaVonna Swilley, MBA

1. Call to order

Valerie Kimball, MD

The Children's Community Physicians Association (CCPA) Board of Directors meeting was held on Monday, July 10, 2017 at McCormick and Schmick's, Skokie, IL. Dr. Valerie Kimball, President, called the meeting to order at 7:47 pm.

- A. *Motion 1: To approve minutes from the March 13, 2017.* The motion was made, seconded and unanimously approved.

2. Report from the Treasurer

Michael Siegel, MD

The YTD financial statements were reviewed by Dr. Siegel. Dr. Siegel reported that CCPA has 363 members with seven new CCPA members applications received since January. CCPA has about half a million dollars in the bank and that he signed the 2017 4th quarter Lurie Children's Health Partners Clinically Integrated Network \$25,000 capital payment.

Dr. Siegel stated that CCPA had \$8,550 worth of uncollected annual dues per the CCPA Profit & Loss statement, which ended in May. Ms. Norris gave an update, that as of today, CCPA had collected all of the outstanding dues except from one member. Ms. Swilley tried on several occasions to contact the practice via email and phone calls but with no response. The board decided that this practice/physician should be terminated from CCPA because of lack of dues payment.

- A. *Motion 2: To approve Treasurer's Report for YTD Financial Statement as of 5/31/2017. 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 as of June 2017. There was a brief discussion about Dr. Robert C. Dumont from Raby Institute for Integrative Medicine at Northwestern joining CCPA. It was suggested that Dr. Dumont should be a speaker at a CCPA Annual meeting to discuss pediatric gastrointestinal (GI).

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

4. Report from the Executive Director

Kena Norris MJ, FACHE

- A. CCPA Annual Meeting – May 10, 2017

Ms. Norris reported that this year's CCPA Annual Meeting in May was a success and there was positive feedback regarding Chip Hart as the featured speaker. She also shared the 2017 Annual Meeting survey results and comments/suggestions with the CCPA Board of Directors. One of the suggestions, which was discussed in detail, was promoting CCPA specialists in the newsletter and/or on the website.

- A. *Motion 4: To approve the promoting of CCPA specialists in the newsletter and/or on the website. The motion was made, seconded and unanimously approved.*

- B. CCPA Credentialing/Rec credentialing Policy and Procedures (Attachment 4)

Ms. Norris reminded the CCPA Board of Directors that she, with the assistance of Ms. Swilley, did a complete overhaul of CCPA's outdated credentialing policies and procedures in 2015 to meet National Committee of Quality Assurance (NCQA)

requirements. This year the credentialing policies and procedure were reviewed and revised by Ms. Swilley to include a few recent updates from the NCQA. The credentialing policies and procedures memo summarized the changes made as approved by the CCPA Credentialing Committee.

A. *Motion 5: To approve the Credentialing Policies and Procedures revisions. (Attachment 4). The motion was made, seconded and unanimously approved.*

C. CCPA Website Update

Ms. Norris reminded the Board of Directors that the new CCPA website was developed in 2015, but stated that there are pending changes to the Member's Portal section of the website. Members will soon have individual login access to view CCPA member's benefits, including linking to the American Academy of Pediatrics subscription account, but only the lead physicians at a practice will have access to CCPA's managed care payor agreements and fee schedules. Ms. Swilley is currently working with the website vendor and will send a communication to CCPA members with their individual usernames and passwords once this website update is completed.

The next meeting is scheduled for September 11, 2017 at 6:30 pm at McCormick & Schmick's.

5. Adjournment - Meeting was adjourned at 8:08 pm by Dr. Kimball.