

# Prevention and Wellness Advisory Board

December 16, 2013, 1:00pm – 4:00pm  
Public Health Council Room

## Meeting Minutes

Meeting began at 1:10

Board Members present:

Lori Cavanaugh

Bruce Cedar

Keith Dunham

Cathy Hartman

David Hemenway

Lisa Renee Holderby-Fox

Stephanie Lemon

MaryLynn Ostrowski

Heidi Porter(via phone)

Karen Regan

Susan Servais

Cheryl Bartlett, Commissioner DPH

Anne Hwang, EOHHS, sitting in for John Polanowicz, Secretary EOHHS

Board Members not present:

Peter Holden

Paula Johnson

DPH Staff present:

Tom Land, BCHAP

Jessica Aguilera-Steinert

### **Welcome and introductory remarks by Commissioner Cheryl Bartlett**

- Meeting called to order
- Introductions of Board members

### **Objectives—Commissioner Bartlett**

- Approve August 2013 meeting minutes
- Progress to date and expected timeline through June, 2014
- Members will suggest subject matter experts for PWTF collaborative faculty
- Members will weigh in on mandated PWTF 2013 Report to Legislature

**Approve minutes of August meeting:** Asked for motion to approve, motion to approve by MaryLynn Ostrowski, seconded by Susan Servais. Members approved minutes of August meeting.

### **Progress to date**

### **Commissioner Bartlett**

- Application
  - The bidders conference was held in September in Sturbridge with approximately 75 attendees
  - The Department received 32 Letters of Intent from potential applicants
  - Potential applicants posed 127 questions about the RFR and DPH posted responses on Comm-Pass
  - Twenty applications were received on prior to the deadline on November 1st
  - Each application went through a very thorough review process involving more than 65 people from inside and outside DPH
  - Thank you to MaryLynn Ostrowski who participated in the review process
  - The review process is still underway, and DPH anticipates that it will be completed before the end of January
  - The Board will be receiving formal notification of award recipients
  - The anticipated start date for the awards is March 1, 2014

### **Hiring of PWTF MDPH staff**

- Jessica Aguilera-Steinert, the PWTF Manager was introduced. She has been brought on as a consultant until DPH can complete the hiring process.

### **Continued presentation**

#### **Jessica Aguilera-Steinert**

- Program Coordinator positions have been posted and resumes received
- Three Technical Assistant or Quality Improvement staff positions will be posted shortly. These are field positions that will directly support the grantees. The job descriptions will be forwarded to Advisory Board members to share with potential candidates
- The PWTF staffs are supported by numerous subject matter experts, the Commissioner's Office, the evaluation team and others that do not appear on the PWTF organizational chart.

### **Timeline through June 2014**

#### **Jessica Aguilera-Steinert**

- The first meeting with all grantees will be on March 13<sup>th</sup>. Grantees will meet together quarterly and DPH will use the Institute for Healthcare Improvement's collaborative model to help grantees measure progress.
- DPH will provide training, technical assistance and internal subject matter expert support to grantees.
- The Department will also be hiring experts in hypertension, falls, pediatric asthma, tobacco use and health disparities.

### **Questions to the Board regarding external expertise and support for each area;**

- Hypertension: no recommendations
- Falls: David Hemenway recommended Jonathan Howland, PhD, Boston University School of Medicine, Department of Emergency Medicine
- Pediatric Asthma: Marylynn Ostrowski recommended Matthew D. Sadof, MD, Baystate, High Street Pediatrics

- Tobacco Use: Gregory N. Connolly, Director for the Center for Global Tobacco Control and Professor of the Practice of Public Health in the Department of Society, Human Development and Health at Harvard School of Public Health, Tami Gouveia, Executive Director, Tobacco Free Mass
- Health disparities: Stephanie Lemon recommended Milagros Rosal, PhD, UMASS Medical School for Health Disparities, Jill Bettencort (*could it actually be: Joseph R. Betancourt, MD, MPH* Director, The Disparities Solutions Center, Senior Scientist, Mongan Institute for Health Policy, Associate Professor of Medicine, Harvard Medical School, Director of Multicultural Education, Massachusetts General Hospital), Susan Servais recommended (Elmer R. Freeman, MSW googled and found this name), Executive Director of Disparities Action Network and will get back to DPH with contact names
  - Laurie Stillman, MM, HRIA, Chief Strategy Officer

### **PWTF Evaluation Plan Update and Discussion**

#### **Tom Land**

- Request for Quotes (RFQ) was released in October 2013, looking for expertise in broad areas like use of medical claims, mathematical modeling, e-referral, linking data between clinical community referral, APCD and hospital data
- Applications received October 29, 2013, and applicants notified on November 11, 2013 and approximately half of researchers on applications were funded
- The evaluation team is composed of teams from DPH/CHIA/HPC, University of Massachusetts Medical School – Center for Health Policy and Research, University of Massachusetts Medical School – Health Geography Lab, Harvard School of Public Health, JSI/Northeastern University and 2 CDC advisors
- The Evaluation Team has knowledge of medical claims including the All Payer Claims Database (APCD), use of electronic health records (EHR) to measure clinical improvements, methods of data linkage for large data systems, enterprise master person indexes (EMPI), small area estimation, ecological and quasi-experimental research, quality improvement, survey and sample design, field survey work, panel survey work, data imputation, mathematical modeling and forecasting and translation research

#### **Advice requested from the Prevention and Wellness Advisory Board**

- Tom Land: Do you have input on adding new data collection systems? Should we evaluate the PWTF (broadly or in-depth)?
- Susan Servais: Is there is data missing?
- Tom Land: We can't afford to do all of everything. How do we balance all of this? Do we answer the why, or put more emphasis to what happened?
- Stephanie Lemon: We need to look at who will be impacted by the interventions, and structure the evaluation to go hand in hand with the interventions that are delivered.
- Tom Land: We have e-Referral set up
- Bruce Cedar: Is this community data, or is the community piece meant to be like a control group?
- Tom Land: we've been evaluating the MiM communities doing this, we will be looking at similar communities and evaluate them overtime.
- MaryLynn Ostrowski: The concern I have is that the data is retrospective. The data is old, so you are looking at what's already happened and we don't really capture behaviors. From a prevention perspective, could we identify the behaviors we are looking at changing?

- Tom Land: We might explore model result based on available data. Maybe use baseline data and model where we are. Not very different from what health policy commission is doing.
- MaryLynn Ostrowski: move employers to high deductible health plans. That's going to impact.
- Tom Land: There are different policies in different communities and we will have to look at that for evaluation.
- Stephanie Lemon: We should consider have people on the team who will be the end users and include them in the beginning of this process.
- Tom Land: Please contact me if you are interested in working with the Evaluation Planning Team.

### **Review and discussion of PWTF 2013 Report to Legislature**

#### **Jessica Aguilera-Steinert**

- Jessica highlighted the aspects of the report, underlying assumptions and asked for comments on each section of the report.
- Ann Hwang: What are the statutory requirements for the report and members?
- Board members were given paragraph H of section 276 of the Chapter 224.
- Jessica: Are there parts of the report that are unclear? Is there information that is missing?

#### **Questions from the Board**

- MaryLynn Ostrowski: How will the Department address worksite wellness?
- Commissioner Bartlett: We are beginning to formulate and plan and will also align worksite wellness with grantees and include technical assistance and toolkits on worksite wellness.
- Bruce Cedar: How will the e-Referral project with 9 CHCs overlap with potential PWTF grantees?
- Tom Land: The e-Referral project will overlap with PWTF awardees some of the grantees could have applied for both e-Referral and PWTF funding. The e-Referral software will be open-sourced and available to all grantees.
- Bruce Cedar: Did you have a healthy number of applicants? Have you made any decision about how many awards you will distribute?
- Commissioner Bartlett: We are working on that.
- Jessica: We hope to make announce end of January.
- David Hemenway: Will those who are not awarded funding receive feedback?
- Commissioner Bartlett: Yes, they will be contacted and provided that information. Those that are funded will receive feedback in terms of contract conditions as well as personal feedback.
- Dr. Hemenway: Were all health conditions were addressed in the applications?
- Commissioner Bartlett: Yes all of the conditions were addressed, and hypertension was most widely addressed.
- Dr. Hemenway: Will all of the grantees be able to meet together?
- Commissioner Bartlett: Yes. When we identify success stories we will share them with others.
- Susan Servais: Is possible and allowable for a team to change or modify their grant?
- David Hemenway: Is anyone at the Department tracking expenses currently being spent for the PWTF.
- Commissioner Bartlett: No, not at this time.

### **Next meeting dates**

#### **Commissioner Bartlett**

- The initial meeting with PWTF grantees is tentatively set for Thursday, March 13<sup>th</sup>. The location has yet to be determined. The Board members are invited.
- Thursday, June 19, 2014 in the Public Health Council Room at DPH
- Thursday, September 11, 2014 at Public Health Council Room at DPH

### **Closing**

#### **Commissioner Bartlett**

The Prevention and Wellness Commission is almost identical to the PWAB. DPH is currently having discussions with Representative Lewis to have changes and technical corrections and to have this board be combined with the commission.

David Hemenway: How things are going with the PWTF? Are there things that would be done differently?

Commissioner Bartlett: Realistically no. The nation is paying attention to this, I have been asked about this project at out of state meetings. The Robert Wood Johnson Foundations published a brief on the PWTF recently: [http://www.rwjf.org/en/blogs/new-public-health/2013/12/newpublichealth\\_qa.html](http://www.rwjf.org/en/blogs/new-public-health/2013/12/newpublichealth_qa.html).

Commissioner Bartlett: Thank you for your meaningful work on this project.

Consensus to adjourn at 2:20 pm.