

Governor's Cabinet on Nonprofit Health and Human Services

Meeting Minutes
Thursday, January 11, 2018
2:00 p.m.
Legislative Office Building, Room 1A

Cabinet Members Present: Co-Chair Anne Foley; Roberta Cook; Robert Dakers; Alyssa Goduti; Commissioner Amy Porter; Rick Porth; Gary Roberge; Anne Ruwet; Commissioner Jordan Scheff; Barry Simon; Kathleen Stauffer; David Stevenson; and Commissioner Scott Semple.

Designees: Yvonne Addo for Commissioner Raul Pino; Deb Ennis for Commissioner Joette Katz; Dimple Desai for Commissioner Evonne Klein; Ann Simeone for Kathleen Brennan; and Michael Michaud for Commissioner Miriam Delphin-Rittmon.

Absent: Co-Chair Luis Perez, Amos Lee Smith, Josie Robles; Bill Hass; Maureen Price Boreland; Jim Maloney; and Commissioner David Wilkinson.

Other Attendees: Jeannette Archer-Simon; Alison Fisher; and Cheryl Cepelak.

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1. **Welcome and Introductions:** Co-Chair Foley called the meeting to order at 2:05 p.m. Members introduced themselves. Co-Chair Foley acknowledged the absence of Co-Chair Luis Perez due to illness.
 2. **Public Comment:** Co-Chair Foley opened the floor for public comment. There were no public comments.
 3. **Approval of Minutes of October 31, 2017 Cabinet Meeting:** A motion was made by Commissioner Porter and seconded by Barry Simon to approve the October 31, 2017 meeting minutes. The minutes were approved unanimously on a voice vote.
http://www.ct.gov/opm/lib/opm/np_cabinet_10-31-17_meeting_minutes_final.pdf
 4. **Cabinet Activities:** Co-Chair Foley noted that at the last Cabinet meeting the Teams agreed to complete and present Team recommendations to Cabinet members. Co-Chair Foley asked the Team Co-Chairs, Cheryl Cepelak, Jeannette Archer-Simon, Robert Dakers and Barry Simon to provide an update on their team's recommendations. Team 1 and Team 2 presentations can be found at: http://www.ct.gov/opm/lib/opm/1-11-18_np_cabinet_presentation_final_final.pdf
 - a) **Team 1** Human Resources, Collaboration, and Technical Assistance
Team Charge:
 - o To develop strategies for recruitment , training, retention and career advancement;
 - o To compile and share a set of foundational components that support effective collaborations;
 - o To promote access to Department of Economic and Community Development (DECD) capital and technical assistance; and

- To promote access to process improvement and technical assistance.

Team 1 –Recommendations:

1. Host a conference at a low/no cost designed to increase knowledge of Connecticut resources which will enhance nonprofit performance.
2. Leverage partnerships with Connecticut Colleges and Universities to increase capabilities of organizations using unused classroom seats and internship initiatives.
3. Implement the following communication recommendations:
 - a. Invite program staff in each State Department to share Information on resources with their contractors.
 - b. Determine if there is a master “email list” that could be used to share links to resources.
 - c. Announce results and provide links in a press release.
 - d. Consider team presentations on the joint work of state agencies and nonprofits to legislators.
 - e. Provide simple information up to four times a year on resources.

b) Team 2 Data Collection, Rate Setting, and Contract Management
Team Charge

- To develop a consistent, streamlined set of data and reporting methods for uniformity across state agencies;
- To research and provide recommendations for establishing a Rate Setting Office; and
- To identify and implement best practices in contract procurement policies and procedures.

Team 2 Recommendations:

1. Team 2 developed a series of principles intended to:

Guide policy changes for payment, as well as, the future establishment of a Rate Setting Office.

The principles can be found at: http://www.ct.gov/opm/lib/opm/1-11-18_np_cabinet_presentation_final_final.pdf

Develop a consistent, streamlined set of data and reporting methods for uniformity across state agencies. The team will convene a workgroup to ensure: 1) data collection methods reflect best practices; 2) contract and program measures within Purchase of Service health and human service contracts reflect and demonstrate a contract or program’s contribution to population indicators and results; and 3) outcome measurers are used for continuous quality improvement of services and for resource allocation and contract management.

2. Review the status of the Office of Policy and Management’s Procurement Standards to ensure that changes made by the Cabinet are working for both the state agencies and nonprofit providers.

Co-Chair Foley asked members for input regarding the submission of a Cabinet Report to the Governor. Members agreed that Cabinet staff should begin to develop a draft report to the Governor for review by Cabinet members.

Communication Plan: Co-Chair Foley asked Commissioner Amy Porter to provide an update on the development of the Cabinet's communication plan. Commissioner Porter noted that she and Bill Hass have met with the Team Co-Chairs. Commissioner Porter noted that the Teams have included communication strategies into their planned recommendations. She noted that work will continue to further determine how to effectively communicate the work of the Cabinet externally.

Update of Special Act 17-21-Licensure and Certification Process: Co-Chair Foley noted that the Special Act required OPM to convene a workgroup with representatives from the nonprofit sector and state agencies to study potential efficiencies related to the licensure and certification process. Co-Chair Foley introduced Alison Fisher from OPM, who served as the lead person for this workgroup, to provide an update on activities. Major points of the update include:

- As a result of Special Act 17-21, a Licensure and Certification Workgroup (LCW) was established.
- The LCW engaged in a five day Lean Event to develop strategies to streamline and standardize the process of certain types of facilities licensed by state agencies.
- The LCW consisted of representation from the nonprofit sector and various state agencies.
- The LCW developed a series of recommendations on process improvements related to licensing and certification upon which both the state agencies and nonprofit providers agreed.
- As required by the Special Act, the LCW submitted an interim report to the legislature in September 2017 outlining the process made to date. In late December 2017 the final report outlining the workgroup's recommendations was submitted to the legislature.
- Statutorily the LCW has meet it obligation. However, going forward, OPM will be responsible for overseeing the LCW to ensure that the strategies and action steps included in the implementation plan are fully executed.
- Alison Fisher noted that the LCW will present its findings and recommendations to state legislators on January 30th at 11:00 a.m. in Room 2C at the LOB. She encouraged all Cabinet members to attend.

Next Steps: The next meeting will be held on Thursday, April 12, 2018 from 2:00 p.m. to 4:00 p.m. at a location to determined.

Adjournment:

A motion was made by Barry Simon and seconded by Rick Porth to adjourn the meeting. The meeting adjourned at 3:10 p.m.