

Indiana Graduate Medical Education Board

April 21, 2017

10:00 am Eastern

101 West Ohio Street

Kent Weldon Board Room

Indianapolis, IN 46204

Meeting Minutes

Board Members Present In-Person: James Buchanan, Peter Nalin, Mark Cantieri, Tricia Hern, Tim Putnam, Beth Wrobel

Board Members Calling-In: Steven Becker

Commission Staff Present: Eugene Johnson

Other Attendees: Angie Vincent, Tripp Umbach (phone)

CALL TO ORDER

The meeting was called to order at 10:02 am

ROLL CALL OF MEMBER AND DETERMINATION OF QUORUM

The roll call confirmed six Board members in attendance and one member on the conference call. The six members in attendance provided a quorum and a quorum was declared by Tim Putnam.

REVIEW OF PRIOR MEETING MINUTES

Mark Cantieri moved to accept the 1/21/17 meeting minutes as corrected. Tricia Hern seconded. Motion passed 6-0.

NEW BUSINESS

Tim Putnam discussed the Indiana University School of Medicine's request for the Board to consider funding two additional residency slots. Tim Putnam asked Eugene Johnson to see if the Board could consider this request. Eugene Johnson reported that he'd reached out the Attorney General's office to see if the request could be considered by the Board. Eugene Johnson stated since the Board had previously reviewed and scored the Development and Expansion Grant applications the Attorney General was asked if additional funds could be awarded to an applicant who'd already been awarded funding. Eugene Johnson asked the Board to review Kevin McDowell's response which they each had a copy of. The response stated that the Attorney General's office considered the request an addendum and that the Board would have no legal impediments to consider the request. Beth Wrobel asked if the Board could put something on the website indicating what frequency the Board would take applications.

Tim Putnam stated they could do what they wanted; he stated that there's usually a cycle for schools with their budgets and the number of residents they will take.

Tricia Hern stated the IUSM's additional application was a bit confusing because there are already 13 in IUSM's class. Peter Nalin stated the IUSM program requesting funding is a 13/13/13 and would go to 15 this July; the students came post-match and IUSM has candidates in mind. He stated since the school is expanding Emergency Medicine, OB and Psych; this program might have been an applicant for state funds next year, but the residency did a quick analysis based on the candidates and saw the opportunity and said, if the Board would consider it they would apply now. Mark Cantieri asked about their ACGME approval process for the positions; Peter Nalin stated that it was discussed in their response. He explained that he thinks what they are saying is if they have the positions they will offer two; if one student says yes and another no, the IUSM will only utilize funds for offered and accepted positions.

James Buchanan asked why their ACGME approval was temporary and not permanent. Peter Nalin commented that, typically with the Family Medicine RRC, usually the process for all three years expansion takes longer; there's a chance to get the administrative "yes" and then it goes to the wider committee later. He stated it would be incredibly unprecedented for the Family Medicine RRC to be granted temporary approval only to then be denied. Mark Cantieri asked about CMS caps for funding; he asked if this would be a temporary three-year process? Tim Putnam commented he wondered about that as well; if after three years they would come back and state if they didn't get additional state funding they'd reduce slots.

Beth Wrobel stated she was worried there could be people out there who missed the deadline and the Board could lose credibility; she won't vote for this unless they have a process to allow others in sooner rather than later. Tim Putnam commented that his thought is "does this set a precedent?" He stated that no one else has commented; they have to be clear that, if they grant this, they have to be able to provide justification. He stated next year he's hoping they have more applicants than available funding and that, if they approve today, they have to be clear as to why they did this. Tim Putnam commented that they have the funds and that he'd prefer a more underserved focus; however, Eskenazi is in an underserved area. He stated their rationale for approving had to be clear. Tricia Hern stated that there's an advantage for a large institution with multiple residency programs and departments that can add on to an existing application compared to a smaller one that would have to create one de novo that couldn't get an application in in time. Tim Putnam commented that having worked at both, smaller institutions can often get things done quicker. He commented that if they approve, why it's being done; the reason is that funds were available and the requests meets all criteria to receive funding.

Angie Vincent stated she was in agreement with the Board; Eugene Johnson went over CHE's process for amending existing agreements and the difference between how CHE typically is shifting existing funds in a grantee's activity and the IUSM request is adding funding to an approved grant. Peter Nalin commented that, when there's a Program Director change there are a lot of priorities that need to be tended to; the new Director realizes they have the capacity to expand; there are good candidates post-match and are they going to stay in Indiana; hospital partners are willing to back an expansion in-line with available funds from the Board. He stated that, without the additional funding, they'll likely stay at 13.

Tim Putnam commented that they aren't funding the full residency program, it's about the catalyst to get the process going. Tricia Hern stated she wasn't clear if there were temporary slots ending 6/30/17

that the Board would be funding. Peter Nalin stated he believes those are positions that are on the books with the ACGME; IUSM is saying that their track record is that they've gotten permissions in the past for other reasons. He commented IUSM is moving quickly to get the two good students before they go somewhere else. James Buchanan commented that his initial gut feeling was that it was a request post-grant and it wasn't going to be allowed; he was surprised that the Attorney General said it was ok; he stated their purpose is to get additional doctors in the state and that it's been confirmed to be ok to add the positions being requested by IUSM. He commented that if they award the funds they need to be fair and just to others across the state that might have been interested. He stated he didn't think there'd be any challenges, but they need to be prepared to explain why they allowed a late amendment if asked.

Beth Wrobel asked about going back to the other grantees and informing them that there are additional funds. The Board agreed that this was a good plan and requested that Eugene Johnson reach out to the other two applicants to let them know additional funds were available if they could accommodate additional residents and provided him language to use in the communication. Eugene Johnson commented that the Board is still working with the \$45,000 per year bucket for the grant.

Tim Putnam called for a motion to notify other applicants that additional Development and Expansion Grant funds were available. Beth Wrobel moved to approved; Tricia Hern seconded. Motion passed 6-0.

Tim Putnam stated that the Board has an application in front of them requesting a modification in the previous grant award and is requesting funding for two additional residency spots. Mark Cantieri moved to approve; James Buchanan seconded. Tim Putnam asked for discussion. James Buchanan asked about Peter Nalin having a potential conflict of interest and if that would throw the Board out of the required quorum; Tim Putnam stated that he was invoking the Rule of Necessity as Peter Nalin would be required for the quorum necessary for any action on the IUSM request to take place in the meeting. Tim Putnam asked Eugene Johnson to clarify with IUSM that they are requesting two positions and documentation from ACGME that they are requesting two positions. Tricia Hern asked for documentation and confirmation that they are moving from 13 to 15. Tim Putnam discussed the need to ensure that recipients are doing what they are saying they are doing and meeting the intent of the grants and the Board will need to discuss staffing at some point. Tim Putnam called for a vote to approve the IUSM's request for two additional slots. Eugene Johnson confirmed that the Board wanted clarification that the class size would be expanded from 13 to 15. Peter Nalin recused himself from the vote. Motion passed 5-0.

Tim Putnam brought up development of an electronic participation policy for the Board. Eugene Johnson went over the sample policy that was provided by the Attorney General's office and discussed that a floor of four was the minimum number that would be required to physically attend the meeting. He discussed that per the Attorney General's office, with a policy in place, a member participating electronically is considered present for the Board meeting and may vote at the meeting on any matter. Eugene Johnson went over some of the other potential requirements of an e-participation policy. James Buchanan referenced language from another state agency's e-participation policy; that language said "shall be counted for purposes of establishing a quorum" and he'd like that language to be added into #10 of the Board's sample e-participation policy provided by the Attorney General's office to the Board. He also commented on #5; he wanted to clarify that the Board member participating does not have to do so in a physical place that is open to the public; he stated he feels that language should be clarified.

He discussed #3; the draft presently states "reasonable notice". Do we want this or define a specific timeframe such as a certain number of days?

The Board discussed other details of the policy related to titles of Board members, the Board chair and staff. Mark Cantieri discussed a standard of 50% of participation each year; Tim Putnam stated he was in favor of at least one as he worried they may exclude somebody who due to the geographic distribution of members around Indiana, may not be able to make it at a 50% standard. The Board continued discussing updates to the policy and requested that #3 be changed from "Board Director" to "Board Chair or the Chair's designee"; that #5 be changed from "is not required to do so in a setting that is open to the public" to "is not required to do so in a location where the Board member is open to the public"; that #7 be changed from "must physically attend at least one Board meeting annually" to "must physically attend at least two Board meetings annually" and that language be added in #10 stating "shall be counted for purposes of establishing a quorum and may vote at the Board meeting on any manner." Tim Putnam asked for a motion to approve the policy with the requested changes. Mark Cantieri moved to approve; James Buchanan seconded. Motion passed 6-0.

Eugene Johnson discussed the Regional Forums and potential dates and locations. He went over the GME Expansion webinar and the participants who took part in the presentation about the Board's plan. The Board discussed what locations would be best to conduct the Forums and who could and would attend. Tim Putnam stated he preferred having three and letting people know when and where they would be at. James Buchanan went over sites he felt could be good for forums, including Richmond, as they have a 213 bed state mental hospital and is there an opportunity to expand Psych residencies there; Terre Haute, which has a hospital that's a for-profit, and Schneck in the southern part of the state. Tim Putnam stated that Schneck has a great reputation from a quality standpoint but like a lot of smaller community hospitals they are trying to figure out their role, however they are physically, financially and quality positioned to make a move.

Tim Putnam noted that the quorum was lost at 11:10a.

Tim Putnam noted that if they reached out to Schneck they'd potentially capture the region from Columbus to the North, down to the Clarksville/New Albany hospitals and cover the Southern region of the state. Discussion continued about the forums and development of a timeline; Tricia Hern felt they could decide in the current meeting what targeted locations and times they'd like to choose for the webinars. The Board requested that Tripp Umbach reach out to Suburban Health, Schneck and in the Elkhart region.

Eugene Johnson discussed the reappointments and informed the Board that he was still working to get feedback on the reappointments and when they would take place.

Tim Putnam asked about the GME Expansion Webinar; Eugene Johnson shared the feedback and questions he received from participants. The Board asked Eugene Johnson to put together a survey and send it to verified participants along with a copy of the webinar PowerPoint.

Tim Putnam discussed the need for additional resources for the Board and stated that he's never seen a Board run well without additional staff; he stated he wanted to have an open discussion about the matter. Eugene Johnson discussed his conversations with CHE Executive staff and specifically with Josh Garrison, Associate Commissioner for Policy and Legislation and based on that conversation he could see things going one of two ways; either CHE hiring another staff member or contracting out for services to

meet the needs of the Board. Tim Putnam stated that he's unsure clearly of the skillset needed but it would definitely encompass many skillsets and that he is certain they need staff. Mark Cantieri commented that they need a job description. Peter Nalin went over the functions of the Indiana Medical Education Board (MEB) and what their contracted staff member does for them. He stated that the MEB has about \$2 million dollars with 11 programs receiving funding; the Board meets semi-annually and applications for funds are received during one part of the year and reports are provided to the MEB during the other half of the year. Board members continued discussing staff needs and agreed to discuss the topic in their next meeting.

Tim Putnam stated the Board was invited to present its work-to-date at the Governor's Health Workforce Council meeting on May 18th; he could not attend but Tricia Hern and Eugene Johnson would present on behalf of the Board.

Tim Putnam informed the Board that staff from the Ohio Association of Community Health Centers would visit the Board for the June meeting; the staff of the OACHC is interested in learning how the Indiana GME Board operates. Additional details concerning the visit and a schedule would be provided by Eugene Johnson in the upcoming weeks.

Tim Putnam asked if there were other items for discussion. Tim asked for a motion to adjourn the meeting; Mark Cantieri moved to adjourn the meeting; Tricia Hern seconded the motion. Motion passed 5-0.