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| **CTC-RI COMMITTEE MEETING SCHEDULE**  **REQUIRED MEETINGS** | |
| **Practice Reporting / Practice Transformation Committees**  **REQUIRED**  Practice Reporting Charge: Review practice data quarterly, perform data validation, public reporting via CTC-RI web portal, support quarterly performance improvement and data sharing meetings with practice staff, and assist with EMR/IT issues where possible. Serve as liaison to other committees. Practice Transformation Charge: Support practice transformation through conferences; convene best practice learning collaborative sessions; support practice-based coaching and technical assistance; and support workforce development for PCMH.  Meeting frequency: 4th Wednesday Monthly, 8:00-9:30AM  Location: RI Quality Institute, 50 Holden Street, 3rd floor, Providence  Practice Reporting Co-Chairs: Patty Kelly-Flis (pkelly-flis@welloneri.org) and Andrea Galgay ([agalgay@ripcpc.com](mailto:agalgay@ripcpc.com))  Practice Transformation Co-Chairs: Charlotte Crist ([Charlotte.Crist@BCBSRI.org](mailto:Charlotte.Crist@BCBSRI.org)); Sarah Fessler MD ([sfessler@ebcap.org](mailto:sfessler@ebcap.org); )  **(Required Meeting** *Recommended attendees: staff members (data and clinical) responsible for obtaining and using information for practice transformation)*  *No Meetings during months when Breakfast of Champion or Annual Learning Conferences are scheduled* | **Breakfast Of Champions**  **REQUIRED (3 out of 4)**  Charge: Quarterly meeting of CTC practice clinical champions and office leaders to focus on: best practice sharing, learning to strengthen team based care, and foster joy in work as critical components of advanced primary care/ PCMH transformation.  Meeting frequency: 2nd Friday Quarterly, 7:30-9:00AM (Feb, May, Sep, Dec) 2020: March 13, 2020; June 12, 2020  Location: Shriners Imperial Room, 1 Rhodes Place, Cranston, RI  *(Required for CTC-RI Participating Practice Staff*  *Recommended attendees: clinical practice champions, practice leaders, and nurse care managers.)* |
| **Nurse Care Manager/Coordinator Best Practice Sharing Collaborative (open)**  **REQUIRED**  Charge: Best practice sharing amongst CTC NCMs and Care Coordinators  Meeting frequency: 3nd Tuesday Monthly, 8:00-9:30AM  ***No meeting in October for Annual Learning Collaborative.***  Location: 301 Metro Centro Blvd,2nd Floor, Warwick  Facilitator: Deb Hurwitz ([Dhurwitz@Healthcentricadvisros.org](file:///\\umwssnas01.umassmed.edu\OPD-CSI$\13%20Committees%20and%20Subcommittees\Dhurwitz@healthcentricadvisros.org)); and Susanne Campbell ([Susanne.Campbell@umassmed.edu](mailto:Susanne.Campbell@umassmed.edu))  *(Recommended attendees: nurse care managers, care coordinators)* | **PCMH-Kids Stakeholder Committee (2 out of 4)**  Charge: To guide and drive the activities within the PCMH-Kids Initiative.  Meeting frequency: 1st Thursday Quarterly 7:30-8:30AM (unless week is a week of a major holiday; moved to 2nd Thursday)  (July, Oct, January, April )  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  Co-Chairs: Pat Flanagan (pflanagan@lifespan.org) and Elizabeth Lange ([elizlange@cox.net](mailto:elizlange@cox.net))  *Recommended attendees: health plans and PCMH-Kids Practice Champions or designees)* |

**OPTIONAL MEETINGS**

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| **Clinical Strategy Committee**  Charge: Identify and test clinical and financial strategies to improve quality and reduce cost.  Meeting frequency: 3rd Friday Monthly, 7:30-9:00AM  Location: Brown Physician Patient Center, 375 Wampanoag Trail, E. Providence (Large Conference Room)  Chair: Matthew Collins ([Matthew.Collins@bcbsri.org](mailto:Matthew.Collins@bcbsri.org)); Andrew Saal [ASaal@providencechc.org](mailto:ASaal@providencechc.org)    *(committee members only – by invitation)* | **Integrated Behavioral Health Committee**  Charge: Establish a workgroup to lead the transformation of primary care in RI in the context of an integrated health care system.  Meeting frequency: 2nd Thursday Monthly, 7:30-9:00AM  ***Pediatric Pilot Program (Mar, Jun, Sep, Dec) Adult Pilot Program (Jan, Apr, July, Oct) Attendance at these meetings is required for practices participating in the Behavioral Health Learning Collaborative.***  ***No meeting in November for Annual Learning Collaborative.***  Location: RI Quality Institute, 50 Holden St, 3rd Floor, Providence  Co-Chairs: Matt Roman ([MatthewRo@thundermisthealth.org](mailto:MatthewRo@thundermisthealth.org))  and Rena Sheehan ([Rena.Sheehan@bcbsri.org](mailto:Rena.Sheehan@bcbsri.org))  *(Recommended attendees: primary care and behavioral health providers, and care coordinators)* |
| **Community Health Team Meeting with the Health Plans**  Charge: Quarterly meeting for CHTs to discuss performance data, quality improvement, evaluation and sustainability of with the health plans.  Meeting frequency: 2nd Friday Quarterly, 9:30-11:00AM (Feb, May, Sep – no Dec)  Location: Shriners Imperial Room, 1 Rhodes Place, Cranston, RI  *(Recommended attendees: CHT entity leaders, State stakeholders, and health plans)*  **Community Health Team Best Practice Subcommittee**  Charge: Explore best practice for continued implementation and evaluation of CTC-RI Community Health Teams, geographically located across the state. CHT host agencies include South County Health, Blackstone Valley Community Health Center, Family Service of Rhode Island, Thundermist Health Center, and East Bay Community Action Program.  Meeting frequency: 2nd Friday Monthly, 9:30-10:30AM  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  Chair: Liz Fortin ([efortin@southcountyhealth.org](file:///\\umwssnas01.umassmed.edu\OPD-CSI$\13%20Committees%20and%20Subcommittees\efortin@southcountyhealth.org))    *(Recommended attendees: CHT leader at participating site)* | **Data and Evaluation Committee**  Charge: Lead performance improvement, measure selection and harmonization; develop goals and benchmarks, evaluation, research, and liaison with the APCD. Serve as liaison to other committees.  Meeting frequency: 1st Tuesday Monthly, 7:30-9:00AM  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  Co-Chairs: Peter Hollmann ([Peter.Hollmann@bcbsri.com](mailto:Peter.Hollmann@bcbsri.com)); and  Jay Buechner ([jbuechner@nhpri.org](mailto:jbuechner@nhpri.org)  *(Recommended attendees: IT/HIT/data analysts)* |
| **Finance Committee**  Charge: To recommend CTC financial policies, goals, and budgets as well as review CTC’s financial performance against its goals and propose major transactions and programs to the Board of Directors.  Meeting frequency: 3rd Tuesday of Feb, Mar, Jun, Oct and Dec, 3:00-4:00pm and when necessary at the call of the Committee Chair. Next meeting is Tuesday, March 20, 2018, 3-4:00pm.  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  Treasurer and Chair: Al Charbonneau ([alcharbonneau@verizon.net](mailto:alcharbonneau@verizon.net))  *\*Health Plans may invite additional financial staff* |
| **Contracting Committee**  Charge: Responsible for contract development, attribution, and looking at alternate payment models and PCMH as part of a delivery system.  Serve as liaison to other committees.  Meeting frequency: 2nd Tuesday Monthly, 7:30-9:00AM  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  Facilitators: Susanne Campbell ([SCampbell@ctc-ri.org](mailto:SCampbell@ctc-ri.org)and  Pano Yeracaris (Pano.Yeracaris@gmail.com)  *(Recommended attendees: health plans, provider champions and organization leadership)* | **CTC Board of Directors**  Charge: Responsible for strategic direction and overall governance of the program.  Meeting frequency: 4th Friday Monthly, 7:30-8:45AM  Location: Healthcentric Advisors, 235 Promenade St, # 500, Providence  President: Tom Bledsoe ([Thomas\_Bledsoe@brown.edu](mailto:Thomas_Bledsoe@brown.edu))  Co-Conveners: Marie Ganim (Marie.Ganim@ohic.ri.gov) and  Patrick Tigue ([Patrick.Tigue@ohhs.ri.gov](mailto:Patrick.Tigue@ohhs.ri.gov))  *(committee members and committee chairs only)* |