# State of Ohio

# Palliative Care and Quality of Life Interdisciplinary Council

# Meeting Minutes

August 23, 2019

1. Call to order

Sarah Friebert called to order the regular meeting of the Palliative Care and Quality of Life Interdisciplinary Council at 10:04 AM on August 23, 2019 at Ohio Department of Health, Columbus, OH .

1. Roll call

Zach Rossfeld conducted a roll call.

The following council members were present:

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| Jill E. Anderson | Phyllis Grauer | Debra Oriold | Kristi Strawser |
| Mark Curtis | Gayle Greenhagen | Chirag Patel | Kathy Thornton |
| Susanne Evans | Charles von Gunten | Paul Ray | Karen Wonders |
| Sarah Friebert | Medford Mashburn (by phone) | Zach Rossfeld | Alexander Wolf (by phone) |
| Jessica Geiger-Hayes | Christy Michaels | Laura Shoemaker | Adonyah Whipple |

The following Ohio Department of Health members were present:

|  |  |  |  |
| --- | --- | --- | --- |
| Selina Jackson | Heather Coglianese | James Hodge | Mark Hurst |
| Wanda Lacovetta | Shannon Richey | Other: | Other: |

The following other persons were present:

|  |  |  |  |
| --- | --- | --- | --- |
| Lawissa Tidrick |  |  |  |

1. Approval of minutes from last meeting

Zach Rossfeld referenced the minutes from the last meeting having been distributed. The minutes were approved as distributed by unanimous consent.

1. Open issues
   1. Strategic planning activity: facilitated by Ms. Lawissa Tidrick from the Project Management Office of the Ohio Department of Health’s Office of Management Information Systems who has experience with LeanOhio and Six Sigma
      * 1. Establish rules of engagement
           1. Ms. Tidrick reviewed a pre-written, from her experience and expertise, list of rules:

Be willing to reach consensus

Listen actively to others

No side conversations

Okay to disagree constructively

Manage your own input

Strive to meet stated purpose and get to all agenda items

* + - * 1. Ms. Tidrick asked for any additions, of which there were none
      1. Icebreaker
         1. With de-identified interesting facts about ourselves, we guessed which person the fact described.
      2. Review key objectives from the bill
         1. Our impressions, based on ORC 3701.36 § (E), by group discussion:

Advisory role for Director of Health on palliative care measures in the state

Content-experts for information dissemination in the state (i.e. best practices)

Identifying patients who may benefit from services

Multiple definitions

Developing consistent financial modelling

Fact-finding and reporting of best practices from review of national experience(s)

* + - 1. One- and three-year vision discussion
         1. One-year:

Chirag Patel: Inventory of best practices and

Sarah Friebert: A built-out structure and process for our council

Chirag Patel, Sarah Friebert, and Phyllis Grauer: An outline of educational programming

Chirag Patel and Sarah Friebert: Analysis of financial landscape and gaps

Mark Curtis and Gayle Greenhagen: Identification of sub-population needs

Chirag Patel and Christy Michaels: Analysis of workforce training in the state and current workforce issues

Kristi Strawser and Laura Shoemaker: Survey of state front-lines concerns and barriers to provision of care

Paul Ray: Review of other state council activities

Zach Rossfeld, Sarah Friebert, and Debra Oriold: stakeholder analysis

* + - * 1. Three-year vision discussion deferred.
      1. Conduct SWOT analysis
         1. Ms. Tidrick facilitated a round-robin, iterative process starting with groups of four spending ten minutes per section (i.e. strengths, weaknesses, opportunities, and threats) and combining themes into a larger, deliverable.
      2. Prioritize results
         1. Voting occurred by anonymous consensus to prioritize identified SWOT themes.
      3. Brainstorm initiatives that support results (breakout sessions)
         1. Members of the council offered specific means to achieve the ends of our one-year vision. This was done by anonymous additions to a group document as facilitated by Ms. Tidrick.
      4. Impact control matrix
         1. Initiatives were plotted on axes of impact and control for the sake of prioritizing.
      5. Prioritize strategic objectives and define measurable results
         1. This was deferred to work groups. Themes from the suggested initiatives were grouped and assigned to work groups.
      6. Determine work groups, members, and work group lead
         1. Work groups

Council Work (shared territory to be absorbed into the other work groups)

Policy

Education

Communication

Payment

Current State of Palliative Care in Ohio

* + - * 1. Members and work group lead

To be determined after today’s meeting once members have time to review work group areas of focus

* + - 1. Develop strategic timeline and action plan (who, what when)
         1. Work groups are to use key driver diagram organization and reporting format

Identify stakeholders

Inclusive of voices not represented on your work group or as part of the larger PCQLIC

Determine models to adopt as part of our work

* + - * 1. Work groups are to have two co-chairs:

Co-chair terms are to be determined by the work group itself

Co-chairs responsible for reporting out to the larger group

1. New business
   1. None
2. Adjournment

Sarah Friebert adjourned the meeting at 1:54 PM.

Minutes submitted by: Zach Rossfeld

Minutes approved by: PCQLIC September 27, 2019