



Meeting Title: Navigators Project
Date: October 21, 2022; 10:00AM-11:00AM
Location: [Microsoft Teams Meeting](#)
Meeting Purpose: Project Touch Point
Next Meeting: November 18, 2022

ATTENDEES				
○ René Mollow (DHCS)	○ Sandra Williams (DHCS)	○ Yingjia Huang (DHCS)	○ Sysvanh Kabkeo (DHCS)	○ Brandon Roberts (DHCS)
○ Nancy Ojeda (DHCS)	○ Tina Coulson (DHCS)	Lynn Kersey (MCHA)	○ Cary Sanders (CPEHN)	○ Andrea Mackey (CPEHN)
○ Doreena Wong (Asian Americans Advancing Justice)	○ Barbara Wilson (LA County Office of Education)	○ Ronald Coleman (CPEHN)	○ Venessa Teran (Mixteco)	○ Claudia Echeverria (Community Health Council)

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1.	Introductions
2.	<p>Project Updates (SB 154)</p> <ul style="list-style-type: none"> ○ Allocation Agreements were sent to a total of 35 entities (23 county entities and 12 Community-Based Organizations) covering a total of 44 counties ○ 16 out of 35 entities have executed Allocation Agreements by DHCS ○ 19 entities have yet to return the Allocation Agreement back to DHCS for countersignature ○ Partners with an executed Allocation Agreement have been authorized to perform SB 154 project activities immediately upon DHCS countersigning their agreement. ○ DHCS continues to be committed to providing as much information as possible. At this time, in order to minimize potential misunderstandings of information, DHCS will post all grant award information (project partners and allocation amounts) once all Allocation Agreements have been executed. DHCS is also seeking all necessary approvals regarding our ability to share individual partner information (populations served, geographic regions served, and work plan details).
3.	<p>Project Communication</p> <ul style="list-style-type: none"> ○ With Project Partners: <ul style="list-style-type: none"> ➤ The first meeting with all signed and pending project partners was held October 20, 2022 ➤ This meeting was for the purpose of introductions and providing an onboarding session for partners

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	<ul style="list-style-type: none"> ➤ An overview of the project expectations and processes was reviewed with partners ○ With Advocates: <ul style="list-style-type: none"> ➤ Today is our first meeting for SB 154 and will run the full hour ➤ These meetings will continue to occur on a monthly basis, on the third Friday of every month and will be 1 hour in length per request ➤ Meeting time: 10:00am till 11:00am (1 hour) per the advocate request ○ Quarterly Stakeholder Meeting (new): <ul style="list-style-type: none"> ➤ A pre-meet call with selected county and CBO partners has been scheduled for October 25th ➤ This meeting series will begin with a kick off meeting on November 7th (1:00-2:30PM) and will be held on a quarterly basis ➤ A meeting invite will be sent out soon ➤ For ongoing meetings, the Navigators Team will solicit agenda item requests from partners three (3) weeks in advance of the meetings (responses due within a week) to ensure that an agenda can be finalized timely ➤ This stakeholder meeting series will include all Project Partners, advocates, and other stakeholders interested in the project. ○ Other communications: Additional communication will be provided via the weekly DHCS Stakeholders News email
4.	<p>Data</p> <ul style="list-style-type: none"> ○ DHCS continues to work on completing the compilation and validation of reported information to provide a high-level summary of the data reported to advocates for AB 74; estimate possibly to be ready to provide additional information in Nov. ○ SB 154 partner data submissions will start January 2023, as data submissions are due 60 days in arrears; anticipate first project data reports posted by Feb 2023 ○ A new data workgroup for SB154 will be set up to go over the opportunities and challenges regarding data collection.
5.	<p>Q&A (All).</p> <p>Notes: The following are responses to Questions posed prior to, and during the 10/21/2022 meeting. While some of these responses were not provided verbally during the 10/21 meeting, DHCS is including answers to all questions posed as part of these meeting notes.</p> <p><i>(For ease of reference, attached are the meeting notes from the 9/30/2022 call where some of these questions were addressed.)</i></p> <ul style="list-style-type: none"> ○ Questions submitted from Cary Sanders on 10/19/2022 via email. <ul style="list-style-type: none"> ➤ Q: DHCS' desired outcomes for the 2022-2026 Medi-Cal Health Navigator Program.

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- A: This was addressed on the 9.30.22 meeting minutes released via email on 10.6.22.
- **Q:** How those desired outcomes are reflected in DHCS' grant-making process, including selection criteria, funding allocations, reporting and evaluation of health navigator awardees.
 - A: This was addressed on the 9.30.22 meeting minutes released via email on 10.6.22.
- **Q:** The analysis DHCS is using to measure the need for navigator services for vulnerable populations including racially/ethnically diverse individuals, rural, LGBTQ+, limited English proficient and undocumented immigrants newly eligible for Medi-Cal coverage, the capacity and plan of action for prospective navigator enrollment awardees to meet those needs as well as any remaining identified gaps in services that may need to be addressed.
 - A: This was addressed on the 9.30.22 meeting minutes released via email on 10.6.22.
- **Q:** Additional information on tentative awards including specific grant amounts, geographic regions covered, particularly by CBO awardees since it's not clear from the announcement which regions they are serving, as well as a list of subcontracted entities by county.
 - A: This was addressed on the 9.30.220 meeting minutes released via email on 10.6.22. Yet, to prevent confusion and miscommunication, DHCS will provide award and partner work efforts information in multiple formats. However, that information will not be available until all Allocation Agreements are received and executed by DHCS. The pending status is precipitated from the partner's end.
- **Q:** Consumers in as many as 9 counties, particularly rural counties, are at risk of not receiving ANY funded navigator services.
 - A: This was addressed on the 9.30.22 meeting minutes released via email on 10.6.22. Update: \$59,774,000 has been allocated due to one of the partner's sub-contractor backing out of the project. Thus 14 counties are left open. Alpine, Amador, Calaveras, Del Norte, El Dorado, Lassen, *Mariposa*, Modoc, Monterey, Plumas, San Benito, Shasta, Sierra, Siskiyou.
- **Q:** DHCS was not planning to consider survey responses from CBOs in counties that already have county/CBO partnerships, even if a CBO had the capacity to reach additional priority populations.
 - A: This was addressed on the 9.30.22 meeting minutes released via email on 10.6.22.

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- **Cary Sanders Q:** What is the plan on how to cover counties without funding? Is the money for the counties that fell through still available?
 - **A:** DHCS is first looking to finalize and execute all pending allocation agreements with current SB 154 awardees, after which DHCS will communicate the availability of remaining Health Navigator funding (if any) to prospective partners interested in serving counties that as yet do not have county or CBO coverage.
- **Cary Sanders Q:** Do partners have a deadline to submit the signed agreement to DHCS?
 - **A:** The Navigators Project's Allocation Agreement states that awardees should sign and return the agreement within 60 days from receipt. However, DHCS is aware of the county's requirement to obtain their Board of Supervisors (BOS) approval prior to submitting, and realize getting on the BOS calendar may take time. DHCS has allowed flexibility on the 60-day deadline as long as the awardee communicates the status of BOS approval to DHCS.
- **Lynn Kersey Q:** Regarding the contract process, can there be some flexibilities to the start date as some contractors continued to perform work activities into October without a gap and the contracts were not executed until October 7, 2022. Also, there is concern of the reduced allocation amount versus what was requested.
 - **A:** DHCS acknowledges the concern raised regarding the funding amounts awarded to each project partner; however, the requests for funding equaled 2.5 times more than what is available under SB 154, so decisions were made to best meet the needs of the targeted populations for each county, within the available SB 154 funding. Regarding flexibility on the start date for project activities, DHCS is exploring potential flexibility. That said, during the SB 154's funding distribution calculation period DHCS communicated to all potential awardees the timing for when award letters and Allocation Agreements would be issued, and when SB 154 Health Navigator activities could begin in relation to submission and approval of their respective work plans. Based on this communication, prospective project partners submitted proposals. In addition to the aforementioned communication, additional implementation guidance was issued in the following manner:
 - Implementation guidance found on the Navigators webpage:
 - *Q. When can my county begin implementing this project?*

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A. Once the county or CBO signs and returns the Allocation Agreement to DHCS, DHCS will review and countersign the Allocation Agreement, at which time the agreement will be in effect and Project activities can commence. DHCS will send an electronic copy of the counter-signed executed Allocation Agreement to the county or CBO.

- Implementation guidance found within the Budget Plan: On June 21 and July 11, DHCS provided project partners the Budget Plan template (including Intro Letter and Work Plan) that stated *“Upon a fully signed and executed Allocation Agreement (Agreement), the [partner] is authorized to use funds for its approved purposes”*.
- SB 154 Project Overview: Provided notice to prospective County partners on June 23 and CBO partners on July 14 (meeting minutes provided June 29 and July 19, respectively) notifying them that they could start October 1 or upon DHCS counter-signature, whichever came later.
- Allocation Agreement: Between September 16-27, DHCS provided the Allocation Agreement to pending partners notifying them of this requirement. The General Provisions – Section B Allocation Execution, Bullet 3 (Page 3) states as follows: *[Partner] shall begin implementation once this agreement has been signed by the [Partner] and countersigned by DHCS. Any implementation completed prior to the execution date will not be reimbursed.*

It has been the Department’s intent not to create any implementation gap. Should DHCS determine there to be any flexibilities, the Department will share with partners and Stakeholders as soon as possible. Deputy Director Rene Mollow added that the concerns being brought up are appreciated yet some things are out of DHCS’ control, but will look into closing the gap if possible, advising there may not be much that can be done.

- **Cary Sanders Q:** Will the Navigators Project Stakeholder meeting be announced in the weekly email? There are members from various foundations and health plans that have expressed interest in the meeting.
 - **A:** DHCS will publish an announcement about the meeting in the weekly Stakeholder Updates email and on the Navigators webpage.
- **Cary Sanders Q:** Can the county by county level data be shared?
 - **A:** DHCS is still working on securing approvals to post granular level data.
- **Lynn Kersey Q:** How will the summer data (July-August 2022) be shared, will it be part of AB74?

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- **A:** Yes, DHCS will include that data with the AB74 report out.
- **Doreena Wong Q.:** Requesting that DHCS include language, ethnicity, and more data points when reporting out data.
 - **A:** DHCS is putting together a data workgroup for the SB154 iteration of the project. The workgroup will be comprised of representatives from one large, one mid-sized, and one small county partner; two CBO representatives; and two representatives from the advocate community. (Cary Sanders and Doreena Wong were identified as the advocate representatives)