Arizona AHEC Program Advisory Commission Meeting
University of Arizona
May 31, 2019
11:00-12:30pm

Agenda

I. Welcome and introductions; Review remote attendees

II. Review and Approval of meeting minutes from February 25, 2019

III. Director’s Updates
   o Financial Reports

IV. Regional Center presentations/updates

V. Other business or information items (All)

VI. Adjourn

Meeting packet contents:

1. Agenda
2. Minutes of February 25 meeting
3. Quarterly Financial Summary and Report
4. Commission roster
5. Center Directory
6. AHEC Directory
DATE: February 25, 2019
TIME: 11:00-12:30pm
PLACE: AHEC

COMMISSIONERS PRESENT: Dan McDonald; Remote: Cheryl Blume, Amanda Klein, Pam Lusk, Marylyn McEwen

OTHERS PRESENT: Jennifer Zuniga, Colleen Reed, Nicole Paredes, Sonia Cota-Robles, Michelle Aros; Remote: Marney Babbitt-Pierce, Jonathan Cartsonis, Carlos Gonzales, Gail Emrick, Edgardo Figueroa, Claudia Gonzales, MariaJose Almazan, Christy Pacheco, Martha McNair, Dan Derksen, Jeri Byrne, Heather Hiser, Elizabeth Hall-Lipsy

CHAIRLED BY: Sally Reel

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ANNOUNCEMENT/DISCUSSION</th>
<th>ACTION/FOLLOW-UP</th>
</tr>
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<tbody>
<tr>
<td>Meeting was called to order at 11:08 a.m.</td>
<td>Welcome &amp; Introductions</td>
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<tr>
<td>No Quorum Present</td>
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<tr>
<td>Minutes:</td>
<td>Marney Babbitt-Pierce notes correction to name</td>
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</table>
| Director’s Update from Sally Reel | - Scholars Experience in January for assessment assignment which will lead to a poster presentation at RHPP Conference in April and help them determine the region they are interested in working with. New scholar cohorts will be determined beginning in May.  
- Team and Center Directors have been working hard on getting CME and CNEs established for programs.  
- Sonia Cota-Robles new AHEC Evaluation Specialist introduced.  
- Nicole Paredes new Program Manager introduced.  
- Graham Haer has resigned after working remotely for almost two years. Michelle Aros and her team assisting until new finance person hired.  
- Request for Proposal for new Maricopa Regional Center vendor has been sent out. | |
| Regional Center Presentations | EAHEC – No report | |
| | GVAHEC – No report | |
| | NAHEC - Actively participating with AHEC Scholars, MAT ECHO, and the Future Health Leaders Summer programs. Hiring two | |
RDMEs for our ATSU campus. Still seeking funding for the Family Medicine Residency. Working with the office of Diversity and Inclusion at UA to plan the Med-Start summer program.

SEAHEC - Project ECHO Update have had two trainings in the region, held at: UA Arizona telemedicine Program office; and the other in Willcox; 7 participants total including 4 FNP’s, 1 FNP student and 2 pharmacists. AHEC Scholars Program workshop held with 4 participants to identify gaps in information to develop a community survey. New hire Beth Robinson, as half time CE/CME Coordinator focusing on Cochise County and coordinating our Project ECHO efforts. Continuing work with rural youth, Future Health Leaders clubs, Med-Start applications and preparation for summer camps.

WAHEC - College of Health Careers graduated a total of 40 students this quarter: MOS (17), CNA (14), Phlebotomy (4) & MCB (5). Area clinical rotations include: CHATAM PA Program, UoFa College of Medicine, Midwestern PA Program, UoFa PhD program, Wildlife and food safety (Dept. of Soil, water and environmental services) and Gateway Community College (Sonography). CNA Aztec Project program began in January, 5 students currently enrolled. ECHO Project has total of 18 participants. RCBH/WAHEC along with BH department are addressing the opiate crisis by conducting presentation across Yuma county. Hosted 11 students from the AHEC Scholars program in January. Coordinated annual TB Symposium in December with US and Mexican officials, 130 participants participated in the event. RCBH/WAHEC working with NAU Perchlorate Research Study to study Yuma drinking water for contaminants. RCBH/WAHEC along with U of A is involved in the Nattokinase study to improve insulin sensitivity and weight loss in women with obesity and diabetes.

| Other Business or Informational Items (All) | No new business. |
| Adjournment at 12:14pm | |
The quarterly financial report is organized into seven columns (from left to right):

- **Column 1**: Line item titles/names.
- **Column 2**: Prior year (FY 2018) actuals.
- **Column 3**: Current year (FY 2019) budget.
- **Column 4**: Current year (FY 2019) actuals YTD – Federal funding.
- **Column 5**: Current year (FY 2019) actuals YTD – State funding.
- **Column 6**: Current year (FY 2019) actuals YTD – Total (Federal and State funding combined).
- **Column 7**: Comparison of current year Total Budget figures and Total Actual figures.

Federal AHEC grant funding is disbursed on a reimbursement basis. The Sponsored Projects Services office at the University monitors the expenses in the designated Model AHEC account in the University's financial system, draws funds for unreimbursed expenses, receives the funds from the federal government, and applies them to the Model AHEC account. This process typically takes place 2-3 times per month.

The Arizona State Lottery distributes AHEC funds to ABOR. ABOR then disburses lottery funding to UA for deposit in the specified state AHEC account in the University’s financial system. Lottery funds are received by UA throughout each fiscal year or in a single payment at the end of the fiscal year, depending on the year.

Program Administration consists of the personnel costs of the AzAHEC program office, a new Special Advisor to AzAHEC and SrVP on Tribal Affairs position, and federal AHEC grant indirect costs charged at 8% of modified total direct costs. Program Operations includes the non-personnel operating costs of the AzAHEC program office.

Regional Center subcontract expenses are grouped into two categories: “Current FY Allocation” and “Prior FY Allocation”. These two categories are separated because the AHEC fiscal year runs from July 1 – June 30 while the AHEC regional Center subcontract year runs from September 1 – August 31. Each AHEC fiscal year includes the last two months of the prior year regional Center subcontracts (July 1 – August 31) and the first ten months of the current regional Center subcontracts (September 1 – June 30).

Program Initiatives includes AHEC supported initiatives other than the annual base subcontracts issued to each of the five regional AHEC centers, including other initiatives support to the AHEC regional centers. Support issued and paid/transferred in the current fiscal year appears in the “FY19 (Current Fiscal Year) Support” line. Support issued or planned in a prior fiscal year but paid/transferred in the current or a future fiscal year appears in the “Prior Fiscal Years Support” line.

Total Revenue YTD for FY 2019 is $5.31 million consisting of $371.4K of payments for the federal AHEC grant and $4.94 million from the annual lottery allocation.

Total Expenses YTD for FY 2019 are $4.21 million consisting of $545.6K in Program Administration, $72.2K in Program Operations, $2.26M in Regional Center Subcontract payments ($1.04M current year and $1.21M prior year), and $1.39M in Program Initiatives.
# ARIZONA AHEC PROGRAM

## FY 2019: 7/1/2018 - 6/30/2019

### YEAR TO DATE FINANCIAL REPORT

#### FOR Q3 ENDING MAR 31, 2019

<table>
<thead>
<tr>
<th>FY 2018 (PRIOR YEAR)</th>
<th>FY 2019</th>
<th>Actual</th>
<th>Budget v. Actual</th>
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<tbody>
<tr>
<td><strong>REVENUE:</strong></td>
<td></td>
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<tr>
<td>Federal AHEC Grant</td>
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<tr>
<td>(received periodically on a reimbursement basis)</td>
<td>486,722</td>
<td>709,000</td>
<td>23,278</td>
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<tr>
<td>Arizona State Lottery</td>
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<tr>
<td>(received in prior FY)</td>
<td>4,864,876</td>
<td>4,750,000</td>
<td>114,876</td>
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<td><strong>TOTAL REVENUE</strong></td>
<td>5,351,598</td>
<td>5,459,000</td>
<td>147,402</td>
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<thead>
<tr>
<th>FY 2018 (PRIOR YEAR)</th>
<th>FY 2019</th>
<th>Actual</th>
<th>Budget v. Actual</th>
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<tbody>
<tr>
<td><strong>EXPENDITURES:</strong></td>
<td></td>
<td></td>
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<tr>
<td>Program Administration</td>
<td></td>
<td>745,548</td>
<td>922,000</td>
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<tr>
<td>Program Operations</td>
<td></td>
<td>98,664</td>
<td>80,000</td>
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<tr>
<td>AHEC Regional Center Subcontracts -- Current FY Allocation:</td>
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<tr>
<td>EAHEC</td>
<td>396,598</td>
<td>473,150</td>
<td>19,237</td>
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<tr>
<td>GVAHEC</td>
<td>314,353</td>
<td>473,150</td>
<td>-</td>
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<tr>
<td>NAHEC</td>
<td>331,007</td>
<td>473,150</td>
<td>24,750</td>
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<td>SEAHEC</td>
<td>310,238</td>
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<td>40,860</td>
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<td>WAHEC</td>
<td>380,140</td>
<td>473,150</td>
<td>22,150</td>
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<td><strong>SUB-TOTAL CURRENT FY ALLOCATION</strong></td>
<td>1,732,336</td>
<td>2,365,750</td>
<td>106,996</td>
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<td>AHEC Regional Center Subcontracts -- Prior FY Allocation:</td>
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<tr>
<td>EAHEC</td>
<td>179,180</td>
<td>202,850</td>
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<td>GVAHEC</td>
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<tr>
<td>SEAHEC</td>
<td>351,356</td>
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<td>WAHEC</td>
<td>147,998</td>
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<td><strong>SUB-TOTAL PRIOR FY ALLOCATION</strong></td>
<td>1,071,603</td>
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<td>Program Initiatives:</td>
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<tr>
<td>FY19 (Current Fiscal Year) Support</td>
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<td>1,975,000</td>
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<tr>
<td>Prior Fiscal Years Support</td>
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<td>1,790,336</td>
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<td><strong>SUB-TOTAL PROGRAM INITIATIVES</strong></td>
<td>1,790,336</td>
<td>7,017,000</td>
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| **TOTAL EXPENDITURES** | 5,438,488 | 11,652,000 | 371,398 |

| **NET (EXPENDITURES) REVENUE** | -86,889 | -6,193,000 | - |

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1. Federal AHEC funding has a grant year of Sep 1 - Aug 31. The AzAHEC program office is on the UA fiscal year of Jul 1 - June 30. Two months from the current grant year fall into the current AzAHEC fiscal year. The FY19 HRSA core allocation is $515,000. HRSA issued a FY19 administrative supplement of $124,012 to support an opioid abuse telemedicine training program.

2. Program initiatives are ongoing. Once a project has been awarded, the full amount of awarded monies are transferred out of the AHEC fund. Support external to the UA is issued via purchase order and paid via invoicing. Includes other initiatives support to the AHEC regional Centers beyond the annual base subcontracts.

3. Includes any pending amount to be drawn from HRSA at report cut off date.
ARIZONA AHEC HEALTH EDUCATION CENTER SYSTEM
FY 2018-2019 ADVISORY COMMISSION MEMBERS

1. Rachel Behrendt
   Senior VP, Operations Hospice of the Valley
   Email: rbehrendt@hov.org
   3-yr term FY16-FY19

2. Amanda Klein
   Clinical Pharmacist, El Rio Community Health Center
   Email: AmandaK@elrio.org
   3-yr term FY16-FY19

3. Daniel A. McDonald
   Interim Director, Pima County Cooperative Extension,
   Area Associate Agent, Area Regional Specialist
   Family and Consumer Sciences
   Email: mcdonald@cals.arizona.edu
   3-yr term FY16-19

4. Ronald Weinstein
   Director AZ Telemedicine Program University of Arizona - COM
   1501 N. Campbell Avenue
   Email: ronaldw@telemedicine.arizona.edu
   3-yr term FY18-FY21

5. Agnes Attakai
   Director Health Disparities Outreach Prevention Education
   Email: agnesa@email.arizona.edu
   3-yr term FY17-20

6. Pamela Lusk
   DNP, Psychiatric & Mental Health Nurse Practitioner
   Email: plusk@email.arizona.edu
   3-yr term FY17-20

7. Kristina Diaz
   Residency Program Director, Yuma Regional Medical Center
   Email: kdiaz@yumaregional.org
   3-yr term FY17-20
EX-OFFICIO

8. Laura Dorrell
   Board President, EAHEC
   Email: ldorrell@gilahealth.com
   3-year term
   Center Board Term: 11/11-10/18
   Appointed President: December 2016

9. Marylyn McEwen
   Board President, SEAHEC
   UA College of Nursing
   Email: marylynm@email.arizona.edu
   Center board term: 12/18-
   Appointed President: December 2018

10. Christopher Nunez
    Board Chair, WAHEC
    Email: Christopher.j.nunez@usdoj.gov
    Center Board term: 9/28/17-9/28/2020
    Appointed Chair: February 2019

11. Cheryl Blume
    Board President, NAHEC
    Email: cherylb@housingnaz.org
    Center Board term: 01/01/18-12/31/2020
    Appointed President: January 2018

12. Sally J. Reel
    Associate Vice President for Community Engagement; Director, Arizona Area Health Education; Program Distinguished Outreach Professor
    Email: sreel@email.arizona.edu
Parking permits are available for Tucson participants. Please notify Colleen, 520.626.0265, prior to the meeting if you need a permit.