Arizona AHEC Program Advisory Commission Meeting
University of Arizona
August 27, 2019
12:00 – 1:00pm
1834 E. Mabel St.
Tucson, Arizona

Agenda

I. Welcome and introductions; Review remote attendees

II. Review and Approval of meeting minutes from May 31, 2019

III. Director's Updates
   o Federal Report
   o Center Contracts
   o RHPP Awards
   o AHEC Scholars
   o Financial Report

IV. Regional Center presentations/updates

V. Other business or information items (All)

VI. Adjourn

Meeting packet contents:

1. Agenda
2. Minutes of May 31 meeting
3. Quarterly Financial Summary and Report
4. Commission roster
5. Center Directory
6. AHEC Directory
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ANNOUNCEMENT/DISCUSSION</th>
<th>ACTION/FOLLOW-UP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting was called to order at 11:01 a.m.</td>
<td>Welcome &amp; Introductions</td>
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<tr>
<td>Quorum Present at 11:10 a.m.</td>
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<tr>
<td>Minutes:</td>
<td>Sally Reel requests two changes to director’s update: Add AHEC Scholars to first bullet point. Add Project Echo Team to second bullet point.</td>
<td>D. McDonald motions to approve. L. Dorrell seconds motion.</td>
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<tr>
<td>Financial Report:</td>
<td>Michelle Aros provided a written summary of the Year to Date Financial Report for the quarter ending March 31, 2019.</td>
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**Director’s Update from Sally Reel**
- New AHEC Center awarded to Arizona Alliance for Community Health Centers (AACHC). John McDonald, CEO for AACHC; Sean ClenDaniel will be Central Arizona AHEC Director (CAAHEC).
- First AHEC Scholars cohort completed May 2019. They have a mandatory presentation in second year. Plan is for students to present at the Interprofessional Rural Health Professions Conference. Considering making conference more formal, opening to national audience, which would require a planning committee to move forward. Additional details will be available in August. Commissioners may be asked to volunteer for planning committee.
- Project Echo has been highly successful with 52 participants and 38 of those are MDs and NPs. We have received many requests to offer the program regularly.
- New Finance Director, Amanda Perkins, will begin on June 17.
- Edgardo Figueroa, former WAHEC director, has begun working within the AHEC Central Office as a Program Manager.
- We are accepting commission member nominations for the 3 vacant seats. All nominations should be submitted by August.
- Non-competitive continuation report submitted to HRSA in April.
- The sixth regional AHEC Center did not receive final approval to move forward.
- HRSA Performance Report is due July 31, 2019.
- Lottery dollars for approximately $5M will arrive after July 1.

**Regional Center Presentations**
EAHEC – Taken lead at organizing and facilitating Future Health Leaders Program which will be offered at ASU’s downtown campus. Summer camps are underway with 7th-9th graders completing Summer Scrubs Camp in June. EAHEC has secured new housing in Payson, Safford, Thatcher, and Globe. Will be able to offer more opportunities for student’s preceptors as now have a pediatrician and OB/GYN doctor on board. Project Echo offered
good quality telemedicine which is hard for most to find in these remote communities.

GVAHEC – Sally Reel read Martha McNair’s report – which is attached to the end of these minutes.

NAHEC - Graduated 9th class of ATSU-SOMA students and hosted the AZ SEARCH annual meeting on 5/31/19. Restructured budget to provide housing stipends for students doing rotations in our region. Students with interest should contact Heather Hiser. Several summer programs coming up, including Future Health Leaders and the Indigenous Pride Health Workers. Ready to launch residency program and will be attending the AAFP national conference for resident recruitment in July. Ed Paul, MD hired as our residency program director. Working on an agreement with UA COM-Phoenix for faculty development and library access. The Arizona legislature passed a budget with $750,000 to support program. First residents will start July 2020.

SEAHEC - Hired Health Education Coordinator, to support opioid training, local resources and the role of the poison center. Developing service learning opportunity with UAHS-Project MILAGRO and will expose students to health care provision to migrants, root causes of migration and health impact here in our border region; will initiate July 1. Brenda Sanchez was hired as a to coordinate this effort and other border health initiatives. Health Career Clubs/Future Health Leaders: Successful year with 7 clubs and over 150 participants from around southeast AZ. SEAHEC and Tohono O’odham Community College will offer a two week, for college credit summer youth learning institute focusing on health careers and college preparedness in June.

WAHEC - Groundbreaking Ceremony for the San Luis Medical Mall took place May 23rd; 130 participants. Continuing collaboration with UA College of Public Health and Border Health Services Learning Institute this summer with 12 students in the CPH master program. Working with Colorado River Indian Tribe in Parker to bring services on the reservation for primary care/behavioral health and training. This summer offering: Nuestros Ninos Program with 14 HS students; Asthma Camp with 58 kids participating and hosting the Yuma Pharm Camp. Working with Dr. Leopoldo Cobos on a Nattokinase study to improve insulin sensitivity and weight loss in women with Obesity and Diabetes. Program received AzAHEC Small Grant.

Other Business or Informational Items (All)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 22, 2019</td>
<td>Upcoming Commission Meetings: August 22, 2019, November 21, 2019,</td>
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<tr>
<td></td>
<td>February 27, 2020, and May 28, 2020 (though would consider moving to</td>
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<tr>
<td></td>
<td>May 21 if requested).</td>
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<tr>
<td>AHEC scholars continues to be a success; and during the recent National AHEC Organization leadership conference, in San Diego, CA, our AZ program was held as a gold standard together with that of North Carolina.</td>
<td></td>
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Adjournment at 12:04pm

Motioned by L. Dorrell; seconded by D. McDonald
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 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 and Contracting 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 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 to support 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 for FY 2019 is $5.46 million consisting of $522.4K of payments for the federal AHEC grant and $4.94 million from the annual lottery allocation.

Total Expenses for FY 2019 are $5.29 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.
## FY 2019: 7/1/2018 - 6/30/2019
### YEAR TO DATE FINANCIAL REPORT
#### FOR Q4 ENDING JUNE 30, 2019

### ARIZONA AHEC PROGRAM

**FY 2019**
- **Actuals**
  - Program Administration: 745,548
  - Program Operations: 98,664
- **Federal AHEC Grant and Supplement**
  - Received periodically on a reimbursement basis
  - 486,722
- **Arizona State Lottery**
  - Received in prior FY
  - 4,864,876

### REVENUEx
<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>Budget v. Actual</th>
</tr>
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<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Federal AHEC Grant and Supplement</strong></td>
<td>522,424</td>
<td>522,424</td>
<td>186,576</td>
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<tr>
<td><strong>Arizona State Lottery</strong></td>
<td>1,579,196</td>
<td>1,579,196</td>
<td>575,995</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>5,351,598</td>
<td>5,459,000</td>
<td>1,291</td>
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### EXPENDITUREs
<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>Budget v. Actual</th>
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<tr>
<td><strong>Program Administration</strong></td>
<td>745,548</td>
<td>815,073</td>
<td>166,213</td>
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<tr>
<td><strong>Federal AHEC</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Program Operations</strong></td>
<td>98,664</td>
<td>88,479</td>
<td>8,479</td>
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<tr>
<td><strong>AHEC Regional Center Subcontracts -- Current FY Allocation:</strong></td>
<td>1,732,336</td>
<td>1,789,755</td>
<td>575,995</td>
</tr>
<tr>
<td><strong>EA HEC</strong></td>
<td>179,180</td>
<td>207,402</td>
<td>42,222</td>
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<tr>
<td><strong>GVAHEC</strong></td>
<td>235,998</td>
<td>272,983</td>
<td>13,985</td>
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<tr>
<td><strong>NA HEC</strong></td>
<td>157,072</td>
<td>250,764</td>
<td>18,692</td>
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<td><strong>SEA HEC</strong></td>
<td>351,356</td>
<td>267,099</td>
<td>21,751</td>
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<tr>
<td><strong>WA HEC</strong></td>
<td>147,998</td>
<td>219,860</td>
<td>10,862</td>
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<tr>
<td><strong>CA AHEC</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Sub-Total Current FY Allocation</strong></td>
<td>1,732,336</td>
<td>1,789,755</td>
<td>575,995</td>
</tr>
<tr>
<td><strong>AHEC Regional Center Subcontracts -- Prior FY Allocation:</strong></td>
<td>1,071,604</td>
<td>1,182,663</td>
<td>40,060</td>
</tr>
<tr>
<td><strong>EA HEC</strong></td>
<td>178,899</td>
<td>207,402</td>
<td>28,503</td>
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<tr>
<td><strong>GVAHEC</strong></td>
<td>234,571</td>
<td>272,983</td>
<td>38,412</td>
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<td><strong>NA HEC</strong></td>
<td>209,197</td>
<td>250,764</td>
<td>41,567</td>
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<tr>
<td><strong>SEA HEC</strong></td>
<td>224,476</td>
<td>267,099</td>
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<tr>
<td><strong>WA HEC</strong></td>
<td>172,516</td>
<td>219,860</td>
<td>47,344</td>
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<tr>
<td><strong>Sub-Total Prior FY Allocation</strong></td>
<td>1,071,604</td>
<td>1,182,663</td>
<td>40,060</td>
</tr>
<tr>
<td><strong>Program Initiatives</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>FY19 (Current Fiscal Year) Support</strong></td>
<td>1,975,000</td>
<td>2,062,005</td>
<td>87,005</td>
</tr>
<tr>
<td><strong>Prior Fiscal Years Support</strong></td>
<td>5,042,000</td>
<td>5,141,342</td>
<td>99,342</td>
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<tr>
<td><strong>Sub-Total Program Initiatives</strong></td>
<td>5,017,000</td>
<td>5,203,342</td>
<td>186,342</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td>5,438,488</td>
<td>5,294,078</td>
<td>33,410</td>
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### NET (EXPENDITURES) REVENUE
<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>Budget v. Actual</th>
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<tbody>
<tr>
<td><strong>Net (Expenditures) Revenue</strong></td>
<td>-</td>
<td>$46,213</td>
<td>N/A</td>
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1. Budget submitted to UA SVPHS acting on behalf of ABOR.
2. 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 prior federal grant year fall at the beginning of the current AzAHEC fiscal year. The first 10 months of the current grant year overlap with current AzAHEC fiscal year. The FY19 HRSA core allocation is $515,000. HRSA issued a FY 19 administrative supplement of $124,012 to support an opioid abuse telemedicine training program.
3. State Lottery funding is contingent on lottery performance from the prior fiscal year.
4. Subcontract period is Sep 1 - Aug 31. As such, 10 months of each subcontract fall into the current fiscal year and 2 months fall into the following fiscal year. Includes FY 19 HRSA administrative supplement support to the Centers.
5. Regional Center Subcontract Expenses are based on actual invoices received and paid.
6. 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 supporting the AHEC regional Centers beyond the annual base subcontracts.
7. Includes any pending amount to be drawn from HRSA at report cut off date.
ARIZONA AHEC HEALTH EDUCATION CENTER SYSTEM
FY 2019-2020 ADVISORY COMMISSION MEMBERS

1. Amanda Klein
   Clinical Pharmacist, El Rio Community Health Center
   Email: AmandaK@elrio.org
   3-yr term FY17-FY20

2. Rachel Behrendt
   Senior VP, Operations Hospice of the Valley
   Email: rbehrendt@hov.org
   3-yr term FY15-FY18; FY18-FY20

3. Ronald Weinstein
   Director AZ Telemedicine Program University of Arizona - COM
   1501 N. Campbell Avenue
   Email: ronaldw@telemedicine.arizona.edu
   3-yr term FY15-FY18; FY18-FY21

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

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

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

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

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

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

10. **David Chavez**  
    Board President, NAHEC  
    Center Board term: 01/01/19-12/31/2020  
    Appointed President: January 2019

11. **Dan Derksen**  
    Acting AHEC Director  
    dderksen@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.