Arizona AHEC Program Advisory Commission Meeting
University of Arizona
November 21, 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 August 27, 2019

III. Director’s Updates
   o State Annual Report/Supplemental Fiscal Report
   o Supplemental Federal Funding
   o Federal Reporting
   o Tribal AHEC Activities
   o Interprofessional RHPP Conference
   o AHEC Scholars Immersion
   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 August 27 meeting
3. Quarterly Financial Summary and Report
4. Commission roster
5. Center Directory
6. AHEC Directory
DATE: August 27, 2019  
TIME: 12:00-1:00pm  
PLACE: AHEC  
COMMISSIONERS: Remote: Ron Weinstein, Amanda Klein, Pam Lusk, Agnes Attakai, Laura Dorrell, Marylyn McEwen  
OTHERS: Present: Colleen Reed, Jennifer Zuniga, Amanda Perkins  
Remote: Carlos Gonzales, Diane Nunez, Marica Martinic, Gail Emrick, Sean Clendaniel, Claudia Gonzales, Jennifer Peters, Elias Villareal  
CHAIRLED BY: Dan Derksen

<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 12:00 p.m.</td>
<td>Welcome &amp; Introductions</td>
<td></td>
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<tr>
<td>Quorum Present at 12:02 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minutes:</td>
<td></td>
<td>Agnes Attakai motions to approve; all in favor</td>
</tr>
</tbody>
</table>
| Director's Update | - Thank you for your hard work on the upcoming AHEC Scholars Immersion Experience.  
- We will add graphic visualizations to the annual AHEC State Report and reduce the lengthy text.  
- Thank you to those who participated in the Rural Health Conference - we had 218 attendees.  
- We are planning for late Jan or early Feb Rural & Public Health Policy Conference at the state capital, including an office mini policy institute.  
- We received our September 1st HRSA non-competing renewal.  
- AHEC Regional Center contracts are under review.  
- We are in the process of reviewing AHEC bylaws, policies and procedures with the Office of General Counsel. Your feedback is welcome.  
- We are keeping the Arizona Board of Regents informed about AHEC plans and operations in the AHEC Program Office, AHEC Regional Centers, Rural Health Professions Program, and AHEC Scholars Program.  
- The AzAHEC Program office submitted data from the AHEC Regional Centers – we reported nearly 1,300 student and residents and 2,134 overall rotations on the HRSA report. This data will be included in the upcoming State Report. |  
| Regional Center Presentations | CAAHEC – continues to grow, develop strategic plans, finalize board selections, and formalize partnerships. Interested in GMEs with centers and consortia, CE accreditation. In final preparation stages for AHEC Scholars Immersion.  
NAHEC – Launching Family Medicine Residency Program in 2020, applying for GME funding, hiring a residency coordinator, data and evaluation coordinator, and in final preparation stages for AHEC Scholars Immersion experience. |  

Dan Derksen, M.D.  
Direct Line: (520) 626-3085  
dderksen@email.arizona.edu  

Jennifer Zuniga
SEAHEC - SEAHEC and Tohono O’odham Community College offered a two-week, college credit summer youth learning institute focusing on health careers and college preparedness this summer. Establishing a new residency placement in Willcox at the Walker Family Clinic precepting M.D. students. Received 2 small grants to build on opioid education; site visit with Washington Director of Environmental Justice on October 1. Also continuing final preparations for AHEC Scholars Immersion.

WAHEC – HOSA Clubs going strong and progress continues on the Medical Mall building. In final preparation stages for AHEC Scholars Immersion.

### Other Business or Informational Items (All)

<table>
<thead>
<tr>
<th>Description</th>
<th>Signatures</th>
</tr>
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<tbody>
<tr>
<td>Statewide Telemedicine/Telehealth Policy Conference will be held on September 19th at the Phoenix campus. Event is sold out with 150 participants expected.</td>
<td>Ron Weinstein</td>
</tr>
<tr>
<td>The SW Telehealth Resource Center receives HRSA funding and is interested in activities you would like to share with them along its four borders.</td>
<td>Jen Peters</td>
</tr>
<tr>
<td>Amanda Klein will present on the Social Determinants of Rural Health at the American Diabetes Associate Conference in November. She would like your input on barriers to care &amp; feedback on what you are seeing in your practice.</td>
<td>Jen Peters</td>
</tr>
<tr>
<td>Please let your student activity coordinators know about the AZ Rural Health Conference dates (April 3 and 4, 2020) they can plan activities around these dates which will allow more participants.</td>
<td>Jen Peters</td>
</tr>
<tr>
<td>Gail Emrick received the Inspiring Award at the Rural Health Conference. Sean Clendaniel was recognized for his service as the President of the Arizona Rural Health Association.</td>
<td>Ron Weinstein</td>
</tr>
</tbody>
</table>

Adjournment at 12:52pm
## ARIZONA AHEC PROGRAM
### FY 2020: 7/1/2018 - 6/30/2020
### YEAR TO DATE FINANCIAL REPORT
FOR Q1 ENDING September 30, 2019

### REVENUE:

<table>
<thead>
<tr>
<th></th>
<th>Actuals</th>
<th>Budget 1</th>
<th>Federal</th>
<th>State</th>
<th>Total</th>
<th>Budget v. Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Federal AHEC Grant and Supplement (received periodically on a reimbursement basis)</strong></td>
<td>522,424</td>
<td>515,000</td>
<td>138,924</td>
<td>N/A</td>
<td>138,924</td>
<td>376,076</td>
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<tr>
<td><strong>Arizona State Lottery (received in prior FY)</strong></td>
<td>4,937,867</td>
<td>4,700,000</td>
<td>N/A</td>
<td>5,031,703</td>
<td>5,031,703</td>
<td>(331,703)</td>
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<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>6,460,291</td>
<td>6,469,000</td>
<td>138,924</td>
<td>6,081,703</td>
<td>6,170,827</td>
<td>288,373</td>
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### EXPENDITURES:

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<th>State</th>
<th>Total</th>
<th>Budget v. Actual</th>
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<tr>
<td><strong>Program Administration</strong></td>
<td>815,073</td>
<td>1,077,807</td>
<td>53,479</td>
<td>68,114</td>
<td>121,593</td>
<td>956,214</td>
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<td><strong>Program Operations</strong></td>
<td>80,479</td>
<td>74,628</td>
<td>N/A</td>
<td>22,603</td>
<td>22,603</td>
<td>52,025</td>
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<td><strong>AHEC Regional Center Subcontracts -- Current FY Allocation:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EAHHEC</td>
<td>337,661</td>
<td>610,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
</tr>
<tr>
<td>GVAHHEC</td>
<td>320,661</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>NAHHEC</td>
<td>316,728</td>
<td>610,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
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<tr>
<td>SEAHHEC</td>
<td>404,270</td>
<td>610,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
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<tr>
<td>WAHHEC</td>
<td>410,056</td>
<td>610,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
</tr>
<tr>
<td>CAHHEC</td>
<td>-</td>
<td>100,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
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<tr>
<td><strong>Sub-Total Current FY Allocation</strong></td>
<td>1,789,755</td>
<td>2,550,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,550,000</td>
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<tr>
<td><strong>AHEC Regional Center Subcontracts -- Prior FY Allocation:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>EAHHEC</td>
<td>207,402</td>
<td>106,740</td>
<td>10,064</td>
<td>47,042</td>
<td>57,106</td>
<td>49,634</td>
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<tr>
<td>GVAHHEC</td>
<td>272,393</td>
<td>106,740</td>
<td>20,052</td>
<td>72,322</td>
<td>92,374</td>
<td>14,366</td>
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<tr>
<td>NAHHEC</td>
<td>260,764</td>
<td>106,740</td>
<td>36,905</td>
<td>92,566</td>
<td>129,461</td>
<td>(22,721)</td>
</tr>
<tr>
<td>SEAHHEC</td>
<td>267,099</td>
<td>106,740</td>
<td>8,176</td>
<td>-</td>
<td>8,176</td>
<td>98,564</td>
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<tr>
<td>WAHHEC</td>
<td>219,860</td>
<td>106,740</td>
<td>10,248</td>
<td>44,416</td>
<td>54,664</td>
<td>52,076</td>
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<tr>
<td><strong>Sub-Total Prior FY Allocation</strong></td>
<td>1,218,108</td>
<td>633,700</td>
<td>86,446</td>
<td>256,338</td>
<td>341,782</td>
<td>19,118</td>
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<tr>
<td><strong>Program Initiatives:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY20 (Current Fiscal Year) Support</td>
<td>-</td>
<td>5,926,819</td>
<td>N/A</td>
<td>795,935</td>
<td>795,935</td>
<td>5,129,884</td>
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<td>Prior Fiscal Years Support</td>
<td>1,382,663</td>
<td>-</td>
<td>N/A</td>
<td>13,787</td>
<td>13,787</td>
<td>(13,787)</td>
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<tr>
<td><strong>Sub-Total Program Initiatives</strong></td>
<td>1,382,663</td>
<td>5,926,819</td>
<td>-</td>
<td>809,722</td>
<td>809,722</td>
<td>5,116,097</td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>6,294,078</td>
<td>10,181,664</td>
<td>138,924</td>
<td>1,166,774</td>
<td>1,286,700</td>
<td>8,888,264</td>
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### NET (EXPENDITURES) REVENUE

<table>
<thead>
<tr>
<th></th>
<th>Actuals</th>
<th>Budget 1</th>
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<th>State</th>
<th>Total</th>
<th>Budget v. Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NET (EXPENDITURES) REVENUE</strong></td>
<td>166,210</td>
<td>(4,702,964)</td>
<td>-</td>
<td>3,874,929</td>
<td>166,210</td>
<td>N/A</td>
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1. Budget submitted to UA DFPHS acting on behalf of ABOR.
2. Federal AHEC funding has a grant year of Sep 1 - Aug 31. The AAZAHEC 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 AAZAHEC fiscal year. The first 10 months of the current grant year overlap with current AAZAHEC fiscal year. The FY19 HRDA core allocation is $515,000.
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.
5. Administrative supplement support to the Centers
6. Regional Center Subcontract Expenses are based on actual invoices received and paid.
7. 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.
8. Includes any pending amount to be drawn from HRDA at report cut off date.
The quarterly financial report is organized into seven columns (from left to right):

- Column 1: Line item titles/names.
- Column 2: Prior year (FY 2019) actuals.
- Column 3: Current year (FY 2020) budget.
- Column 4: Current year (FY 2020) actuals YTD – Federal funding.
- Column 5: Current year (FY 2020) actuals YTD – State funding.
- Column 6: Current year (FY 2020) 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 “FY20 (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 is $5.17 million consisting of $139 of payments for the federal AHEC grant and $5.03 million from the annual lottery allocation.

Total Expenses YTD are $1.30 million consisting of $122K in Program Administration, $23K in Program Operations, $342K in Regional Center Subcontract payments, and $810K in Program Initiatives.
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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Derksen, MD</td>
<td>Acting Director</td>
<td>626-0265</td>
<td><a href="mailto:dderksen@email.arizona.edu">dderksen@email.arizona.edu</a></td>
</tr>
<tr>
<td>Jennifer Zuniga</td>
<td>Associate Director</td>
<td>626-8966</td>
<td><a href="mailto:jzuniga@email.arizona.edu">jzuniga@email.arizona.edu</a></td>
</tr>
<tr>
<td>Colleen Reed</td>
<td>Program Coordinator, Sr.</td>
<td>626-4030</td>
<td><a href="mailto:colleen@email.arizona.edu">colleen@email.arizona.edu</a></td>
</tr>
<tr>
<td>Amanda Perkins</td>
<td>Assistant Finance Director</td>
<td>621-0959</td>
<td><a href="mailto:alperkin@email.arizona.edu">alperkin@email.arizona.edu</a></td>
</tr>
<tr>
<td>Edgardo Figueroa</td>
<td>Program Manager</td>
<td>626-4028</td>
<td><a href="mailto:edgaroafigueroa@email.arizona.edu">edgaroafigueroa@email.arizona.edu</a></td>
</tr>
<tr>
<td>Nicole Paredes</td>
<td>Program Manager</td>
<td>626-3602</td>
<td><a href="mailto:nparedes@email.arizona.edu">nparedes@email.arizona.edu</a></td>
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<tr>
<td>Sonia Cota-Robles</td>
<td>Evaluation Specialist</td>
<td>621-4308</td>
<td><a href="mailto:soniacotarobles@email.arizona.edu">soniacotarobles@email.arizona.edu</a></td>
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