Arizona AHEC Program Advisory Commission Meeting  
University of Arizona  
February 27, 2020  
12:00 – 1:00pm  
1834 E. Mabel St.  
Tucson, Arizona

Agenda

1 Welcome and Introductions  
   a) Introduction of New Commissioner, Dr. Ed Paul

2 Review and Approval of meeting minutes  
   a. November 21, 2019  
   b. August 27, 2019

3 Director’s Updates  
   a) Tribal AHEC Activities  
   b) Interprofessional RHPP Conference  
   c) Supplemental Federal Funding  
   d) AHEC Scholars  
   e) Federal Reporting  
   f) Financial Report

4 Regional Center presentations/updates

5 Other business or information items (All)

6 Adjourn

Meeting packet contents:

1. Agenda  
2. Minutes of November 21, 2019 meeting  
3. Minutes of August 27, 2019 meeting  
4. Quarterly Financial Summary and Report  
5. Commission roster  
6. Center Directory  
7. AHEC Program Office Directory
**DATE:** November 21, 2019  
**TIME:** 12:00-12:56pm  
**PLACE:** AHEC  
**COMMISSIONERS:** Remote: Ron Weinstein, Agnes Attakai, Laura Dorrell, Chris Nunez  
**OTHERS:** Present: Colleen Reed, Jennifer Zuniga, Amanda Perkins; Remote: Marica Martinic, Gail Emrick, Sean Clendaniel, Brissa Garcia, Jeri Byrne, Leila Barraza, Ed Paul  
**CHAIR BY:** Dan Derksen

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ANNOUNCEMENT/DISCUSSION</th>
<th>ACTION/FOLLOW-UP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Called to order 12:00</td>
<td>Welcome &amp; Introductions; no quorum present</td>
<td></td>
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</tbody>
</table>
| Director's Update           | State Annual Report has been distributed and pdf version is available on our website.  
Met with tribal leaders to discuss 6th AHEC Center; we do not have legislature approval at this time. However, it would be beneficial to all to discuss using carry forward funds to fund a virtual Native American AHEC program. Dr. Weinstein suggests working with tribal nations to determine if they would like to move forward with this idea and if so how they would like to see it organized. Jeri Byrne would like to make sure the current Centers efforts are not duplicated, but instead open up a gateway to allow for further collaboration with the committee. The minutes from the tribal leaders meeting will be distributed with the commission meeting minutes.  
New scholarship program available to COM-T and COM-PHX students; hoping to fund 5-10 students; additional information should be coming out Friday.  
Students appreciate longitudinal studies in medical residencies. We need to create additional slots so that students stay within AZ instead of looking outside of our state. |                   |
| Regional Center Presentations | CAAHEC – Office continuing to grow, finalized board; new programs are being developed with focus areas on: Post-Graduate Education, GME, community health centers, and preceptor development.  
EAHEC – Longitude Integrated Center launched; will be submitting supplemental funding proposal shortly.  
NAHEC – GME funding received, finishing up fall programs and planning for spring, continuing with hiring efforts for programs.  
SEAHEC – MOU with Mexican Consulate will allow internships for interprofessional students to provide health education on disease prevention and screenings. AHEC Scholar Spring Immersion plans are to offer a one day program with an additional day in February as a follow-up.  
WAHEC – AHEC Scholars working on participating a community event; working on submitting supplemental funding proposal. |                   |

**Adjournment at 12:56pm**  

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

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**Arizona AHEC Program Advisory Commission Meeting  Quarterly Meeting: February 27, 2020  Page 2 | 10**
**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  
**CHAIRMED BY:** Dan Derksen

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<thead>
<tr>
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<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>
</tr>
<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 everyone’s hard work on the upcoming AHEC Scholars Immersion Experience.  
- We will be adding graphic visualizations to the State Report and reducing the lengthy text.  
- Thank you to those who participated in the Rural Health Conference we had over 218 attendees.  
- There will be an upcoming Rural Public Health Conference mini policy institute off-site from the capital building.  
- We have received our September 1st HRSA non-competing renewal.  
- Center contracts under review and are on target.  
- Reviewing bylaws and processes for appointment terms with the Office of General Counsel and asking for suggestions to strengthen our processes. Feedback is welcomed.  
- Working with ABOR to discuss AHEC plans and being good stewards of money invested into Program Office, Centers, and other programs.  
- 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 as well. | Dan Derksen, M.D.  
Direct Line: (520) 626-3085  
dlderksen@email.arizona.edu |
| Regional Center Presentations | CAAHEC – Office continuing to grow, developing strategic plans, finalizing board selections, and formalizing partnerships. Interested in GMEs with centers and consortiums and CE accreditation. In final preparation stages for AHEC Scholars Immersion.  
EAHEC – no report available  
NAHEC – Launching Family Medicine Residency Program in 2020, applying for GME funding, hiring residency coordinator, data and evaluation coordinator, and in final preparation stages for AHEC Scholars Immersion. | 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)

- Statewide Telemedicine/Telehealth Policy Conference will be held on September 19th at the Phoenix campus. Event is sold out with 150 participants expected.
- The SW Telehealth Resource Center receives HRSA funding and is interested in activities you would like to share with them along the 4 corners borders.
- Amanda Klein will be presenting on the Social Determinants of Rural Health at the American Diabetes Associate Conference in November. Welcomes input on barriers to care and feedback you are seeing in your practice.
- Please make sure to let your student activity coordinators know about the AZ Rural Health Conference dates (April 3 and 4, 2020) so that they can plan activities around these dates which will allow more participants.
- Gail Emrick received the Inspiring Award at the Rural Health Conference. Sean Clendaniel was recognized as the President of the Rural Health Association.

### Adjournment at 12:52pm

Ron Weinstein

Jen Peters
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 specific 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 shown as actual amounts paid during the fiscal year, regardless of subcontract award year. 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. This includes the Rural Health Professions Program (RHPP), other supported projects, and expenditures that directly support the AHEC centers.

Total Revenue YTD is $5.33 million consisting of $299K for the federal AHEC grant and $5.03 million from the annual lottery allocation.

Total Expenses YTD are $2.89 million consisting of $455K in Program Administration, $34K in Program Operations, $1.43 million in Regional Center Subcontract payments, and $963K in Program Initiatives.
## ARIZONA AHEC PROGRAM

### FY 2020: 7/1/2019- 6/30/2020

**YEAR TO DATE FINANCIAL REPORT FOR Q2 ENDING December 31, 2019**

### FY 2019 (PRIOR YEAR)

<table>
<thead>
<tr>
<th>Category</th>
<th>Federal</th>
<th>State</th>
<th>Total</th>
<th>Actual</th>
<th>N/A</th>
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<tbody>
<tr>
<td><strong>REVENUE:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Federal AHEC Grant and Supplement (received periodically on a reimbursement basis)</td>
<td>522,424</td>
<td>515,000</td>
<td>2,098,870</td>
<td>2,098,870</td>
<td>N/A</td>
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<tr>
<td>Arizona State Lottery (received in prior FY)</td>
<td>4,937,867</td>
<td>4,700,000</td>
<td>13,031,703</td>
<td>13,031,703</td>
<td>(331,703)</td>
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<td><strong>TOTAL REVENUE:</strong></td>
<td>5,460,291</td>
<td>$5,215,000</td>
<td>$298,870</td>
<td>$5,031,703</td>
<td>$5,330,573</td>
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### EXPENDITURES:

<table>
<thead>
<tr>
<th>Category</th>
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<th>State</th>
<th>Total</th>
<th>Actual</th>
<th>N/A</th>
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<tbody>
<tr>
<td>Program Administration</td>
<td>815,073</td>
<td>1,077,807</td>
<td>40,860</td>
<td>383,282</td>
<td>454,959</td>
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<tr>
<td>Program Operations</td>
<td>88,479</td>
<td>74,628</td>
<td>N/A</td>
<td>34,169</td>
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<tr>
<td>AHEC Regional Center Subcontracts -- Current FY Allocation:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EAHEC</td>
<td>545,063</td>
<td>612,000</td>
<td>40,860</td>
<td>290,907</td>
<td>331,767</td>
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<tr>
<td>GVAHEC</td>
<td>593,544</td>
<td>-</td>
<td>40,156</td>
<td>157,306</td>
<td>197,462</td>
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<td>NAHEC</td>
<td>567,492</td>
<td>612,000</td>
<td>59,312</td>
<td>306,786</td>
<td>366,098</td>
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<tr>
<td>SEAHEC</td>
<td>671,369</td>
<td>612,000</td>
<td>30,156</td>
<td>244,493</td>
<td>274,649</td>
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<td>WAHEC</td>
<td>630,395</td>
<td>612,000</td>
<td>43,834</td>
<td>205,839</td>
<td>249,673</td>
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<tr>
<td>CAAHEC</td>
<td>-</td>
<td>612,000</td>
<td>12,875</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Sub-Total Current FY Allocation</strong></td>
<td>3,007,863</td>
<td>3,060,000</td>
<td>40,860</td>
<td>1,205,331</td>
<td>1,432,524</td>
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<tr>
<td>Program Initiatives: FY20 (Current Fiscal Year) Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>AHEC Database Maintenance and Support</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>-</td>
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<tr>
<td>AHEC Scholars Travel</td>
<td>841</td>
<td>841</td>
<td>841</td>
<td>841</td>
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<td>RHPP Support</td>
<td>617,414</td>
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<td>Medical Residency Support</td>
<td>84,929</td>
<td>84,929</td>
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<td>Arizona Workforce Database Development</td>
<td>200,000</td>
<td>200,000</td>
<td>200,000</td>
<td>200,000</td>
<td>-</td>
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<tr>
<td>UArizona-base Pipeline Programs</td>
<td>34,219</td>
<td>34,219</td>
<td>34,219</td>
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<td>Other Program Initiatives</td>
<td>6,192</td>
<td>6,192</td>
<td>6,192</td>
<td>6,192</td>
<td>-</td>
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<tr>
<td><strong>Sub-Total FY20 Program Initiatives</strong></td>
<td>1,382,663</td>
<td>5,925,819</td>
<td>1,205,331</td>
<td>1,205,331</td>
<td>N/A</td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>5,294,078</td>
<td>$10,138,254</td>
<td>$298,870</td>
<td>$2,586,377</td>
<td>$2,885,247</td>
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**NET (EXPENDITURES) REVENUE**

<table>
<thead>
<tr>
<th>FY 2020</th>
<th>FY 2020 Actual Year to Date</th>
</tr>
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<tbody>
<tr>
<td><strong>166,213</strong></td>
<td><strong>(4,923,254)</strong></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 FY20 HRSA 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. The FY2020 budget shown represents the subcontract amount for the current fiscal year. The FY202020 shows the full Center contract for Sep 1, 2019 - Aug 31, 2020, inclusive of any supplemental funding awards signed as of December 31, 2019.
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.
7. Includes any pending amount to be drawn from HRSA at report cut off date.
8. The GVAHEC contract ended June 30, 2019, so no funds were budgeted for FY2020. As their operations wrapped-up, final GVAHEC invoices were received and paid in FY2020.
ARIZONA AHEC HEALTH EDUCATION CENTER SYSTEM
FY 2019-2020 ADVISORY COMMISSION MEMBERS

1. **Amanda Klein**  
   Scientific Director, Critical Path Institute  
   Email: amandashernoffklein@gmail.com  
   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

7. **Ed Paul**  
   Director, Family Medicine Residency Program, North Country Healthcare  
   epaul@nchcaz.org  
   3-yr term FY19-22
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. David Chavez
    Board President, NAHEC
    Center Board term: 01/01/19-12/31/2020
    Appointed President: January 2019

12. Wendy Armendariz
    Board President, CAAHEC
    Appointed President: January 2020

13. Dan Derksen
    Acting AHEC Director
    dderksen@email.arizona.edu
ARIZONA AREA HEALTH EDUCATION CENTERS SYSTEM

Arizona AHEC Program Office
1834 E. Mabel Street
Tucson, AZ  85721-0425
(520) 626-0265
Fax: (520) 626-4037

Acting Program Director: Dan Derksen,
dderksen@email.arizona.edu
Associate Director: Jennifer Zuniga
(520) 626-8966
jzuniga@email.arizona.edu
Contact: Colleen Reed, Program Coordinator, Senior
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colleen@email.arizona.edu

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Fax: (928) 402-9242

Executive Director: Jeri Byrne
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Board President: Laura Dorrell
ldorrell@gilahealth.com
Contact: John Petty, Clinical Program Director
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johnpetty2@cableone.net

Central Arizona AHEC (CAAHEC)
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Director: Sean Clendaniel,
seanc@aachc.org
Program Coordinator: Aya Al-Najjar,
ayaa@aachc.org, (602) 218-3919

Northern Arizona AHEC (NAHEC)
c/o North Country HealthCare
2920 North Fourth Street
Flagstaff, AZ  86004-1816
(Mailing) PO Box 3630, 86003
(928) 522-9860
Fax: (928) 526-1143

Center Director: Marica Martinic
mmartinic@northcountryhealthcare.org
Board President: David Chavez
dchavez@grandcanyonsquire.com

Southeast Arizona AHEC (SEAHEC)
1171 West Target Range Road,
Nogales, AZ  85621-2415
(520) 287-4722
Fax: (520) 287-4349

Executive Director: Gail Emrick
gemrick@seahec.org
Board President: Marylyn McEwen
marylynn@email.arizona.edu
Contact: Erin Sol, Program Coord. for Student Training Opportunities
520-287-4722 ext.111
esol@seahec.org

Western Arizona AHEC (WAHEC)
214 West Main Street
Somerton, AZ  85350-0617
(Mailing) PO Box 617 Somerton, 85350
(928) 276-3414
Fax (928) 627-8315

Center Director: Brissa Garcia
bgarcia@rcbh.edu
Board President: Christopher Nunez
christopher.j.nunez@usdoj.gov
Contact: Claudia Gonzalez, Program Coordinator
928-453-9596
Daniel Derksen, MD  Acting Director  626-0265  dderksen@email.arizona.edu
Jennifer Zuniga  Associate Director  626-8966  jzuniga@email.arizona.edu
Colleen Reed  Program Coordinator, Sr.  626-3208  colleen@email.arizona.edu
Amanda Perkins  Assistant Finance Director  621-0959  alperkin@email.arizona.edu
Edgardo Figueroa  Program Manager  626-4028  edgardofigueroa@email.arizona.edu
Nicole Paredes  Program Manager  626-3602  nparedes@email.arizona.edu
Sonia Cota-Robles  Evaluation Specialist  621-4308  soniacotarobles@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.