

The Health Care Foundation
COMMUNITY ADVISORY COMMITTEE (CAC)
Minutes of the Review Committee Teleconference Held
Thursday, April 24, 2018 at 4:00 p.m.

Committee Members in Attendance: Aaron Link, Chair; Mike Enos; Siobhan McLaughlin-Lesley; Susan Mills-Gray; Mary Jo Moore; Lisa Peek

Committee Members Unable to Attend: None

HCF Associates in Attendance: Paula Cornwell; Bridget McCandless (in-person)

Additional Attendees: Joy Torchia, Consultant; Victoria McNack, Contractor (in-person)

Call to Order

Aaron Link, Chair, called the meeting to order at 4:04 p.m.

Approval of Meeting Minutes

Susan Mills-Gray made a motion to approve the minutes of the meeting held April 5, 2018. Lisa Peek seconded and the motion was approved by unanimous voice vote.

Revision of Second Draft

The committee reviewed the second full draft of the report provided by Joy Torchia. The Health Care Foundation associates provided input regarding facts related to HCF's work and decisions made by the Board of Directors. The Review Committee discussed these decisions and whether the work aligned with HCF's overall mission and strategic goals.

Committee members agreed that the letter at the beginning of the document would benefit from a summary of the Review Committee's process in creating this document. Mary Jo Moore recommended clarifying the purpose of this committee's review that will include reactions to HCF's work, concerns and commendations, etc.

The committee discussed various revisions to content and structure.

Ms. Torchia will compile today's feedback and additional content clarifications from associates to provide a third draft by the end of the week. The next meeting of the Review Committee will be held on Thursday, May 10 at 1:00 p.m. to do a final read-through and approve the document for review by the full CAC in June.

Adjourn

The meeting was adjourned at 5:08 p.m.