

Health Information Alliance, Inc.

Board Meeting Agenda

December 4, 2019

4:00-7:00 pm

Regular Meeting

Location: Cell & Genome Sciences Building (UConn TIP Location)

2nd Floor Conference Room

400 Farmington Avenue

Farmington, CT 06032

- I. Opening
- II. Roll Call
- III. Opening Statement
 - a. November Board Meeting Minutes

RECOMMENDED ACTION: That the Board approve the November meeting minutes.

- b. Meeting Agenda

RECOMMENDED ACTION: That the Board accept the meeting agenda.

- IV. Reports
 - a. Board Chair Report
 - b. Executive Director Search Committee Report
 - c. Operations Report

- V. Business Agenda
 - a. Board Treasurer and Secretary

RECOMMENDED ACTION: That the Board table the election of the Board Treasurer and Secretary until January.

- b. Overview: Core Data Analytics Solution (CDAS)

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c. Update: Consent Design Group Recommendations

d. Second Reading and Adoption: Procurement and Cash Disbursements Policies

RECOMMENDED ACTION: That the Board adopt the revised Procurement and Cash Disbursements Policies.

e. Banking Institution Recommendation: Webster Bank

RECOMMENDED ACTION: That the Board designate Webster Bank as an authorized banking institution, subject to Board bylaws.

RECOMMENDED ACTION: That the Board authorize the Board Chair and Interim Board Treasurer as signatories for checks, drafts or orders for the payment of money, notes, bills of exchange and other evidences of indebtedness issued in the name of HIA, Inc.

f. Insurances

RECOMMENDED ACTION: That the Board entertain a motion from the floor regarding insurance coverage baseline limits.

RECOMMENDED ACTION: That the Board authorize the management team to negotiate and enter into insurance coverage contracts to provide insurances as presented, subject to approval of the seed money contract with OHS and not to exceed [amount].

VI. Consent Agenda

RECOMMENDED ACTION: That the Board accept the Compensation, Benefits, Employment Practices and Placement policies for first reading.

VII. Adjournment

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Board Meeting Minutes

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4:00-7:00 pm

Regular Meeting

Location: Cell & Genome Sciences Building (UConn TIP Location)
2nd Floor Conference Room
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Directors Present: Allan Hackney, Jill Hummel, Mark Raymond, Patrick Charmel

Opening, Roll Call, Opening Statement

Allan Hackney recognized a quorum and called the meeting to order at 4:15 pm.

Motion: The Chairperson invited Brenda Shipley and Allen Davis to join the Board discussion. The motion was created by Mark Raymond and seconded by Jill Hummel.

Motion carried.

November Board Meeting Minutes

Motion: Allan Hackney asked for a motion to approve the November 6, 2019 meeting minutes as amended. Mark Raymond created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

Meeting Agenda

Motion: Allan Hackney asked for a motion to approve the 12/4 Board Meeting Agenda. Jill Hummel created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

I. Reports

a. **Board Chair Report**

Allan Hackney provided an update on the following items: Memorandum of Agreement with the Dept. of Social Services and related milestones, OHS-HIA contract work, plans for the integration engine RFQ, supporting staffing needs, selecting a CRM, introducing legislation related to Board membership, and

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progress related to planning for the Technical Assistance Program and Use Case Pilot.

b. Executive Director Search Committee Report

Mark Raymond provided an update on the search committee work. Three proposals for a search consultant to support the recruitment process will be reviewed at the next search committee meeting.

c. **Operations Report**

Sabina Sitaru and Steve Bonafonte provided an update on the onboarding agreements with healthcare organizations.

Business Agenda

a. Board Treasurer and Secretary

Motion: Allan Hackney asked for a motion to table the election of the Board Treasurer and Secretary until January. Jill Hummel created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

b. Overview: Core Data Analytics Solution (CDAS)

Alan Fontes from the UConn Analytics & Information Management Solutions (AIMS) presented an overview of health information technology components, highlighting the architecture of HIE services.

c. Update: Consent Design Group Recommendations

Allan Hackney reported that the Health IT Advisory Council were presented with the *Final Report & Recommendations* of the Consent Policy & Design Group during the council meeting on 11 /21/19, and the council provided feedback and requested modifications.

d. Second Reading and Adoption: Procurement and Cash Disbursements Policies

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Grace Austin presented the revised policies. The Board discussed the revisions, provided feedback and requested additional revisions be made to the policies and added to the January Board agenda for adoption.

Motion: Allan Hackney asked for a motion that the Board table the adoption of the revised Procurement and Cash Disbursement Policies until January. Mark Raymond created the motion. Patrick Charmel seconded the motion. There was no further discussion. **Motion carried.**

e. Banking Institution Recommendation: Webster Bank

Grace Austin presented banking institution recommendations.

Motion: Allan Hackney asked for a motion that the Board designate Webster Bank as an authorized banking institution, subject to Board bylaws. Jill Hummel created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

Motion: Allan Hackney asked for a motion that the Board authorize Allan Hackney, Board Chair and Mark Raymond, Interim Board Treasurer as signatories for checks, drafts or orders for the payment of money, notes, bills of exchange and other evidences of indebtedness issued in the name of HIA, Inc. Jill Hummel created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

f. Insurances

Motion: Allan Hackney asked for a motion that the Board table the discussion regarding insurance limits to January. Mark Raymond created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

Consent Agenda

Motion: Allan Hackney asked for a motion that the Board accept the Compensation and Benefits and Employment Practices and Placement policies for first reading. Mark Raymond created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

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Adjournment

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Motion: Allan Hackney asked for a motion to adjourn the meeting. Mark Raymond created the motion. Jill Hummel seconded the motion. There was no opposition. **Motion carried.** The meeting adjourned at 7:40 pm.