

Board of Directors Meeting Agenda
September 6, 2023
12:00 pm - 8:00 pm
Regular Meeting

Annual Meeting and Board Retreat

Location:
Mark Twain House
351 Farmington Avenue
Hartford, CT 06105

GPS Directions to parking: 385 Farmington Avenue, Hartford CT

Meeting agendas and minutes can be found [here](#).

- I. Opening
 - a. Welcome - Sumit Sajnani, CT Health Information Technology Officer
 - b. Roll Call
 - c. Approval: Meeting Agenda
RECOMMENDED ACTION: That the Board approve the meeting agenda.
- II. Public Comment
Executive Session (Anticipated to begin shortly after Public Comment)
- III. Executive Session
RECOMMENDED ACTION: That the Committee enter into executive session to discuss corporate strategy pertaining to trade secrets.
Public Session Resumes (Anticipated at 6:30 pm)
- IV. Approval: Meeting Minutes
RECOMMENDED ACTION: That the Board approve the May 2023 Regular Meeting and August 2023 Special Meeting minutes.
- V. Reports
 - a. Board Chair
 - b. Executive Director
 - c. Finance & Audit Committee
 - d. Privacy, Confidentiality, and Security Committee
- VI. Business Agenda
 - a. Annual Board Training

b. Election of Officers

c. FY24 Budget

RECOMMENDED ACTION: That the Board approve the recommended FY24 budget.

d. Contracts

RECOMMENDED ACTION: That the Board entertain a motion from the floor regarding contract approval.

e. Policy Approvals

- Access Pattern Monitoring Policy
- Break Glass Policy
- Service Levels & Operational Monitoring of Participant Transaction Patterns Policy

RECOMMENDED ACTION: That the Board approve the draft policies as proposed.

VII. Adjournment

DRAFT

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Location: Mark Twain House, Hartford CT

Directors Present: Sumit Sajnani, Dr. Allen Davis, Patrick Charmel, Lisa Stump, Jose Crespo, Mark Raymond. **Absent:** Comm. Reeves, Claudio Gualtieri, Stacia Grosso

Welcome: Sumit Sajnani welcomed the Board and called the meeting to order at 1:01pm. Sumit Sajnani welcomed guests from the Connie Team (Jenn Searls, Michelle Puhlick, Heidi Wilson, Gwen Reyes, and Erin Tyrol) and CRISP Shared Services (Craig Behm) for attendance in the Executive Session.

Roll Call: Gwen Reyes called the roll and confirmed quorum.

Meeting Agenda: Sumit Sajnani requested a motion to approve the meeting agenda. Patrick Charmel created a motion to accept the agenda. Dr. Allen Davis seconded the motion. No further discussion. Motion passed.

Public Comment: None.

Executive Session: Sumit Sajnani requested a motion to enter executive session to discuss corporate strategy pertaining to trade secrets with Jenn Searls, Michelle Puhlick, Heidi Wilson, and Craig Behm. Lisa Stump created a motion to enter into executive session. Mark Raymond seconded the motion. No further discussion. Motion passed. The board entered into executive session at 1:15pm. The board exited executive session at 6:10pm.

Annual Board Training: Susan Huntington of Day Pitney LLP provided the board with information on board governance, conduct, and best practices.

Board Meeting Minutes: Sumit Sajnani requested a motion to approve the May and August board meeting minutes as submitted. Mark Raymond created a motion to accept the minutes. Dr. Allen Davis seconded the motion. No further discussion. Motion passed.

Executive Director Report: Jenn Searls provided a brief report on the status of organizations connecting to Connie, building of EHR hubs, new image share locations, service usage, and that Connie continues to meet with members of the behavioral health and dental health communities.

Election of Officers: Sumit Sajnani requested a motion to re-elect Claudio Gualtieri as Connie Treasurer. Jose Crespo created the motion and Dr. Allen Davis seconded. No further discussion. Motion passed. Sumit Sajnani requested a motion to re-elect Mark Raymond as the Privacy, Confidentiality and Security Committee Chair. Lisa Stump created the motion and Dr. Allen Davis seconded. No further discussion. Motion passed. Sumit Sajnani requested a motion to re-elect Gwen Reyes as Connie Secretary. Dr. Allen Davis created the motion and Mark Raymond seconded. No further discussion. Motion passed.

Connie FY24 Budget: Sumit Sajnani requested a motion to approve the Connie FY24 budget as presented. Dr. Allen Davis created a motion to approve the budget. Mark Raymond seconded the motion. No further discussion. Motion passed.

CRISP Shared Services Master Services Agreement Extension: Sumit Sajnani requested a motion that the Board authorize the 5-year extension of the master services agreement with CRISP Shared Services. Dr. Allen Davis created the motion. Jose Crespo seconded the motion. No further discussion. Motion passed.

CRISP Shared Services Contract: Sumit Sajnani requested a motion that the Board authorize the management team to enter into an agreement with CRISP Shared Services, Inc. to design, develop, and implement health information integration technology and shared services not to exceed \$3,045,498 pending approved funding and a fully executed service agreement. Dr. Allen Davis created the motion. Jose Crespo seconded the motion. No further discussion. Motion passed.

CT Representative to the CSS Board: Sumit Sajnani noted that the Board needs to identify and appoint a representative for CT to the CSS Board of Directors. Craig Behm to provide details about the CSS Board's schedule and seats to Jenn Searls for communication to the board. The Board will further discuss during the next regular meeting.

Policy Approvals: Sumit Sajnani requested the Board approve the three draft policies (Access Pattern Monitoring Policy, Break Glass Policy, Service Levels & Operational Monitoring of Participant Transaction Patterns Policy) previously reviewed by the Connie Privacy, Confidentiality & Security Committee. Dr. Allen Davis created a motion to approve the three policies. Mark Raymond seconded the motion. No further discussion. Motion passed.

Adjournment: Sumit Sajnani requested a motion to adjourn the meeting. Lisa Stump created a motion to approve adjournment. Jose Crespo seconded the motion. No further discussion. Motion passed. The meeting adjourned at 7:22 pm.