

Board of Directors Meeting Agenda

June 3, 2020

4:00-7:00 pm

Regular Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/81596458288>

Dial in: +1 646 876 9923 US (New York)

Meeting ID: 815 9645 8288

Meeting Materials can be found here: <https://portal.ct.gov/OHS/HIT-Work-Groups/Health-Information-Alliance/Meeting-Materials>

I. Opening

- a. Roll Call
- b. Approval: Board Meeting Minutes

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

- c. Approval: Meeting Agenda

RECOMMENDED ACTION: That the Board accept the meeting agenda.

II. Reports

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

III. Business Agenda

- a. Board Treasurer and Secretary

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

b. Update: Technical Assistance & Connectivity Program

RECOMMENDED ACTION: That the Board entertain a motion from the floor regarding the Technical Assistance & Connectivity Program.

c. Auditor Evaluation and Selection

RECOMMENDED ACTION: That the Board entertain a motion from the floor regarding auditor evaluation and selection.

d. Policies: Second Read and Adoption

- Data Governance
- HIPAA Privacy and Security
- Board Approval of Compensation

RECOMMENDED ACTION: That the Board adopt the proposed policies.

IV. Consent Agenda

RECOMMENDED ACTION: That the Board approve the consent agenda.

a. Policies: First Read

- Cybersecurity

RECOMMENDED ACTION: That the Board accept the proposed draft policy for first read.

b. Executive Session

RECOMMENDED ACTION: That the Board enter into executive session regarding personnel matters related to the executive search committee.

V. Adjournment

Board Meeting Minutes

June 3, 2020

4:00-7:00 pm

Regular Meeting

[Zoom Meeting Recording](#)

Directors Present: Allan Hackney, John Vittner, Mark Raymond, Allen Davis, Lisa Stump, Patrick Charmel, Jill Hummel.

Opening, Roll Call, Opening Statement:

Allan Hackney recognized a quorum and called the meeting to order at 4:06 pm.

May Board Meeting Minutes

Motion: Allan Hackney asked for a motion to approve the May meeting minutes. Mark Raymond created the motion. Allen Davis seconded the motion. There was no further discussion. **Motion carried.**

Meeting Agenda

Motion: Allan Hackney asked for a motion to approve the June 3, 2020 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 shared that the OHS press release was distributed, announcing a tremendous first step of the HIE. CTHealthLink, associated with the CT State Medical Society, is the first participating organization to sign on to Connie.

Allan requested input from the Board as to when the members felt it was appropriate for Connie to initiate public communications. A discussion ensued.

Allan reported there is continued interest in participation in the HIE. The Dept. of Social Services has engaged with us now, and the (state version) Trust Framework has been shared with them. Allan noted once DSS signs on as a participating organization, we can begin the process of integrating with their

tools and systems. Beacon Health Options and SOHO Health were among other organizations expressing interest in participating in the HIE.

b. Operations Report

Allan reported the Operations Advisory Committee (OAC) held a productive meeting in May. He noted the Dept. of Social Services joined the OAC as a permanent member. The May OAC meeting focused on the discussion of use cases and the interoperability rule from the Office of National Coordinator (ONC) and CMS.

Following prior discussions during the May Board meeting regarding getting more specific on what use cases would constitute the initial ones and constitute participation in the HIE, the OAC framed their conversation on what they believe the proposed initial use cases would be. The OAC settled on empanelment as their first use. Empanelment enables participating organizations to declare their HIPPA relationships, and bi-directional exchange of electronic clinical care summary documents (i.e., C-CDA's) will be the basic building block for health information sharing initially.

Other use cases to be developed include connecting laboratories (as required by statute), so results from lab tests can be shared with the HIE. The OAC discussed a number of others use cases including the Med Rec, PDMP query, e-consultation, e-referrals, advanced directives, and telehealth.

The OAC is launching the Privacy Working Group next week to begin preliminary discussion on privacy issues raised by the OAC.

c. Executive Director Search Committee Report

Mark Raymond reported that we have a wonderful recruiting company who has supported the Executive Director Search Committee. At this point, the committee is considering one candidate to recommend to the full board. Further discussion will be held during the Executive Session.

II. Business Agenda

a. Board Treasurer and Secretary

Motion: Allan Hackney asked for a motion that the Board table the election of the Board Treasurer and Secretary until July. Jill Hummel created a motion. Patrick Charmel seconded. There was no further discussion. **The motion carried.**

b. Update: Technical Assistance & Connectivity Program

Allan Hackney reviewed recommended revisions to the structure of the Technical Assistance program based on feedback from potential participating organizations. The revised structure would implement a 20-30-50% payment structure for legal signing, executing empanelment and sharing a C-CDA for milestones one through three, respectively. It also simplifies the structure to ease planning, explanation and administration for both Connie and participating organizations.

Motion: Allan Hackney asked the Board to entertain a motion from the floor regarding the Technical Assistance & Connectivity Program. Mark Raymond created the motion that the Board approve the revisions to the Technical Assistance & Connectivity Program and revise the milestone payment allocations to 20-30-50% respectively. John Vittner seconded. There was no further discussion. **The motion carried.**

c. Auditor Evaluation and Selection

Grace Austin presented an overview of the auditor evaluation and selection requirements to the Board.

Motion: Allan Hackney asked that the Board entertain a motion from the floor to form a finance and audit committee for the auditor evaluation and selection. Allen Davis created a motion. Lisa Stump seconded. There was no further discussion. **The motion carried.**

Patrick Charmel, John Vittner, and Allan Hackney volunteered to join the committee.

d. Policies: Second Read and Adoption

Allan Hackney invited Bill Roberts, legal counsel from Shipman and Goodwin to respond to questions from the Board regarding the following proposed draft policies:

- Data Governance

- HIPAA Privacy and Security
- Board Approval of Compensation

Motion: Allan Hackney ask for a motion that the Board adopt the proposed policies. Mark Raymond created a motion. John Vittner seconded. There was no further discussion. **The motion carried.**

III. Consent Agenda

Motion: Allan Hackney asked for a motion that the Board accept the consent agenda. Mark Raymond created the motion. Jill Hummel seconded. There was no further discussion. **The motion carried.**

a. Policies: First Read

- Cybersecurity

RECOMMENDED ACTION: That the Board accept the proposed draft policy for first read.

b. Executive Session

Motion: Allan Hackney asked for a motion for the Board enter into executive session regarding personnel matters related to the executive search committee. Jill Hummel created a motion. Lisa Stump seconded. **None opposed.**

Allan invited Michelle Puhlick (member of the Search Committee) to join the Executive Session. The Board entered executive session 6:30 pm.

The Board exited executive session at 7:40 pm.

c. Adjournment

Motion: Allan Hackney asked for a motion to adjourn. Jill Hummel made a motion to adjourn. **None opposed.** The meeting adjourned at 7:40 pm.