

Health Information Alliance, Inc.

Board Meeting Agenda

March 4, 2020

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. February Board Meeting Minutes

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

- b. Meeting Agenda

RECOMMENDED ACTION: That the Board accept the meeting agenda.

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

- V. Business Agenda

- a. Executive Director Search Committee Update

RECOMMENDED ACTION: That the Board accept the revised search timeline as recommended by the Executive Director Search Committee to identify, interview and recommend a candidate/candidates to the full Board for appointment to Executive Director by mid-July 2020.

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b. Board Treasurer and Secretary

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

c. Insurances: Discussion Regarding Cyber, Umbrella and Other High Risk Insurances

RECOMMENDED ACTION: That the Board entertain a motion from the floor regarding insurance coverages.

d. Approval: FFY 2020 Forecasted Budget

RECOMMENDED ACTION: That the Board approve the FFY2020 Forecasted Budget.

VI. Consent Agenda

RECOMMENDED ACTION: That the Board approve the consent agenda.

a. First Read Policies

- i. Employment of Relatives
- ii. Open Door
- iii. Employee Safety
- iv. Sexual and Other Harassment
- v. HIV-AIDS in Workplace
- vi. Smoke Free – Drug Free Workplace
- vii. Ethics
- viii. Employee Conduct

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

VII. Adjournment

Health Information Alliance, Inc.

Board Meeting Minutes

March 4, 2020

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

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

Opening, Roll Call, Opening Statement:

Allan Hackney recognized a quorum and called the meeting to order at 4:17 pm.

February Board Meeting Minutes

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

Meeting Agenda

Motion: Allan Hackney asked for a motion to approve the March 4, 2020 meeting agenda. John Vittner created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

I. Reports

a. **Board Chair Report**

Allan Hackney reported that the seed money contract has been approved. The lease has been signed for the HIA occupancy space. He noted that a contract was signed with Marcum to commence the executive director search process. Additionally, an account at Webster Bank has been officially opened. There is a request for quotes for legal services for general start-up and trusted data agreement representation.

b. **Operations Report**

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Allan Hackney shared two updates. One update was in regard to general onboarding. There is work being done to bring the organizations together to discuss some of the issues concerning the trust framework. They are also asking organizations who are signaling to be early participants to be a part of the Operations Advisory Committee. Meetings are being scheduled with CT Hospital Association and PatientPing.

The second update was in regard to the Community Health Center Association of CT (CHCACT) seeking assistance. There are sixteen Federally Qualified Health Centers (FQHC's) struggling with how to participate in the HIE. They are concerned they won't have adequate resources to manage. This is a concern because it represents a third of the Medicaid population. A meeting with FQHC CEO's is being organized to discuss the concerns.

c. Executive Director Search Committee Report

Mark Raymond provided an update on behalf of the search committee members. The search has been launched. A copy of the draft timeline has been provided to the board. Phase one has been completed. The timeline with the search is to get it out in the field and bring in resumes through the month of March and April. Additional board input is needed on the final decision for the executive director.

II. Business Agenda

a. Executive Director Search Committee Update

Motion: Allan Hackney asked for a motion that the Board accept the revised search timeline as recommended by the Executive Director Search Committee to identify, interview and recommend a candidate or candidates to the full Board for appointment to Executive Director by mid-July 2020. Patrick Charmel created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

III. 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 April. Mark Raymond created the motion. John Vittner seconded the motion. There was no further discussion. **Motion carried.**

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b. Insurances:

Allan invited the guests from Lockton Companies, Ted Pizzo and Caroline Chapman for a discussion regarding Cyber, Umbrella and Other High-Risk Insurances.

Motion: That the Board approve the insurance proposals as presented by Lockton Companies. Patrick Charmel created a motion, John Vittner seconded. There was no further discussion. **Motion carried.**

c. **Approval: FFY 2020 Forecasted Budget**

Grace Austin presented the updated FFY budget proposal.

Motion: Allan Hackney asked for a motion that the Board approve the FFY2020 Forecasted Budget. Patrick Charmel created the motion. Lisa stump seconded. There was no further discussion. **Motion carried.**

IV. Consent Agenda

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

a. First Read Policies

- i. Employment of Relatives
- ii. Open Door
- iii. Employee Safety
- iv. Sexual and Other Harassment
- v. HIV-AIDS in Workplace
- vi. Smoke Free – Drug Free Workplace
- vii. Ethics
- viii. Employee Conduct

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

I. Adjournment

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Motion: Allan Hackney asked for a motion to adjourn. Patrick Charmel made a motion to adjourn at 7:00 pm. **None opposed.**