

## Board of Directors Meeting Agenda

November 4, 2020

4:00-7:00 pm

Regular Meeting

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Meeting ID: 878 4499 8093

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 October regular meeting minutes.

- c. Approval: Meeting Agenda

RECOMMENDED ACTION: That the Board accept the meeting agenda.

### II. Reports

- a. Board Chair Report
- b. Interim Executive Director Report
- c. Executive Director Search Committee Report
- d. Finance & Audit 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 December.

b. Discussion: Data Dashboard

IV. Executive Session

RECOMMENDED ACTION: That the Board enter into executive session regarding personnel matters.

V. Adjournment

## Board of Directors Meeting Minutes

November 4, 2020

4:00-7:00 pm

Regular Meeting

[Zoom Meeting Recording](#)

**Directors Present:** Allan Hackney, Mark Raymond, Allen Davis, Lisa Stump, Pat Charmel, Lisa Stump, Mike Gilbert (Commissioner Gifford Designee)

### **Opening, Roll Call, Opening Statement:**

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

### **October Board Regular Meeting Minutes**

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

### **Meeting Agenda**

**Motion:** Allan Hackney asked for a motion to approve the November 4, 2020 meeting agenda. Lisa Stump created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

#### I. Reports

##### a. Board Chair Report

Allan Hackney updated the Board on the status of the various funding streams in flight.

There has been considerable movement in collaboration between The Department of Social Services (DSS) and The Office of Health Strategy (OHS) on the Implementation Advanced Planning Document (IAPD) for Federal Fiscal Year 2021, and the related Memorandum of Agreement. This continues to be a high priority for OHS, DSS and The Office of Policy and Management (OPM). At present, there are final drafts and follow up questions in review. It is expected that this will be wrapped up over the next few days and then over to the Centers

for Medicare & Medicaid Services (CMS) for approval. Allan thanked Mike Gilbert and his team at DSS and also the OHS legal and business office team.

The Connie contract is in lockstep with the MOA, the draft contract is with OHS's legal counsel. Upon the finalization of the MOA, the terms and conditions will be added into the contract.

The extension of the Connie and OHS Seed Money Contract to fund operations and expenses, is in progress as we wait for CMS to approve the IAPD and MOA. The Seed Money extension is likely to be resolved in a short matter of time.

Mike Gilbert added that both OHS and DSS are working collectively hard to finalize these funding documents for approval. He warned that the efficiency of the CMS approval process requires strict attention to conforming to their requirements.

b. Interim Executive Director Report

Michael Matthews shared that Connie is hitting the ground with the integration partner, CRISP. Both the Connie and CRISP teams are working to become familiar with the strategy and policy environment for Connie and CT. CRISP is also helping out on the Security Risk Assessment support, this process is in homestretch with Yale. They will be lending more support during the technical onboarding process.

The Operations Advisory Committee (OAC) held a meeting on October 21. During this meeting, Mike Banfield, a key executive of CRISP provided a helpful background and overview of CRISP. The committee also discussed the empanelment use case. This process is where patients and caregiver relationships are able to be mapped. This is a foundational use case that enables other things to happen, such as an understanding of which providers have an existing treatment relationship with the patient and knowledge for the primary care physician to coordinate care with other providers. This generated interest, and the OAC provided feedback that they need to use the empanelment use case to be able to get to sharing of clinical data. This will be discussed at the November OAC meeting.

The Health IT Advisory Council (HITAC) continues to be updated on Connie activities. At the previous HITAC meeting in October, there was an update on CRISP, the security assessment status, the contract status, and progress with the Prescription Drug Monitoring Program (PDMP) and SUPPORT ACT activities with

the Dept. of Consumer Protection (DCP). There was also an announcement that the non-for-profit tax exemption for Connie was approved by the IRS.

The Project Notify transition is on schedule to transfer from DSS to Connie. There have been a number of communications out to the participants, with individual follow up. The effective date is January 1, 2021.

There continues to be conversations with new potential partners, last week a discussion was held with ConnectiCare payers. We met with the leadership on the board of the Community Health Center Association of CT. We have continued discussion with the current signers.

The technical assistance funding and completing the Yale Security Assessment complete are two milestones of focus.

c. Executive Director Search Committee Report

Mark Raymond recalled at the October Board meeting in special session, the Board finalized a candidate. We have continued to engage with the selected candidate and there is a substantial agreement to move forward.

On behalf of the Search Committee, Mark is thrilled about status and honored to be a part of the selection process to create a first permanent executive director.

d. Finance & Audit Committee Report

Allan Hackney reported that the Finance and Audit Committee (FAC) quarterly meeting is in the process of being rescheduled. The topics on the earlier agenda of the FAC meeting included: engaging the external auditors the Board selected (Marcum) and beginning the planning process for the audits with a layout of the objectives and plan. The FAC is a standing committee of the HIA, the bylaws call for the establishment of a committee charter that sets forth committee procedures and roles and responsibility to oversee the overall budget and audit process.

## 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 December. Mark Raymond created a

motion. Lisa Stump seconded. There was no further discussion. **The motion carried.**

b. Discussion: Data Dashboard

Based on the preliminary discussion and feedback from the Board members at the previous meeting in October, Michael Matthews presented a proposal for the data dashboard to be informed of progress, issues, and potential problems for the board.

III. Executive Session

**Motion:** Allan Hackney asked that the Board enter into executive session regarding personnel matters related to the executive search committee. Allen Davis created a motion. Pat Charmel and Mark Raymond seconded. **None opposed.**

The Board entered into executive session at 5:08 pm. The Board exited the executive session at 5:37 pm.

**Motion:** Allan Hackney asked that the board accept the employee compensation recommendation as presented and further appoint Jennifer Searls as the permanent executive director effective November 16, 2020, pending approved funding and fully executed employment contract. Mark Raymond created a motion. Allen Davis seconded. There was no further discussion. **The motion carried.**

**Motion:** Allan Hackney asked that the board direct the Finance and Audit Committee to recommend an employee benefit program to the board for approval. Pat Charmel created a motion. Allen Davis seconded. There was no further discussion. **The motion carried.**

IV. Adjournment

**Motion:** Allan Hackney asked for a motion to adjourn. Mark Raymond made a motion to adjourn. Pat Charmel seconded. **None opposed.** The meeting adjourned at 5:40 pm.