

Health Information Alliance, Inc.

Board Meeting Agenda

April 1, 2020

4:00-7:00 pm

Regular Meeting

Location: Webinar:

Join Zoom Meeting: <https://zoom.us/j/945767324>

Meeting ID: 945 767 324

Dial by your location

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

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

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

RECOMMENDED ACTION: That the Board approve the March 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. Board Treasurer and Secretary
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RECOMMENDED ACTION: That the Board table the election of the Board Treasurer and Secretary until May.

b. Policies: Second Read and Adoption

- 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 adopt the proposed policies.

VI. Adjournment

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Board Meeting Minutes

April 1, 2020

4:00-7:00 pm

Regular Meeting

Recorded Meeting Link: [Zoom Recording](#)

Directors Present: Allan Hackney, John Vittner, Mark Raymond, Allen Davis.

Opening, Roll Call, Opening Statement:

Allan Hackney recognized a quorum and called the meeting to order at 4:00 pm.

March Board Meeting Minutes

Motion: Allan Hackney asked for a motion to approve the March meeting minutes. John Vittner 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 April 1, 2020 meeting agenda. Mark Raymond created the motion. John Vittner seconded the motion. There was no further discussion. **Motion carried.**

I. Reports

a. Board Chair Report

Allan Hackney shared that due to COVID-19 pandemic, over the past 10 days the HIA management team has received a number of queries and interest in participating in the CT health information exchange. The primary interest is for the bidirectional sharing of the electronic clinical summary care documents. Other common themes from the interests include finding ways to connect to the growing population of telehealth and telemedicine solutions and lab results.

Given the interest in clinical care summary documents, the team has focused its technical efforts to ingest, process and send CCDAs. The ability to do this has been tested with synthetic data in the Core Data Analytic Solution (CDAS) at UConn.

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The team is also focused on executing legal agreements with organizations. One of the priority legal agreements is with UConn AIMS, our developer and partner for the Core Data Analytic Solution (CDAS). UConn has been responsive, and we are well on our way to establishing the business associate relationship between the HIA Inc. and UConn. We are holding a legal community session on April 9th to work through feedback we have received from organizations regarding the agreement draft. The session will help us to finalize the agreement template for general onboarding of organizations. Due to the spike in interest, we have a number of organizations eager to receive the final agreement and begin the onboarding process.

Allan also shared that on March 9, 2020, the Office of the National Coordinator issued its rule for interoperability. This rule clarifies a number of requirements that need to go into electronic health record systems. It also sets exceptions around reasons data would not be shared. One of the key attributes of this rule, around the concept of information blocking is that the data will be shared for HIPPA treatment, payment or operations unless the organization that is participating can demonstrate one of five explicit reasons of why data cannot be shared.

b. Operations Report

Allan Hackney reminded the Board that the Operations Advisory Committee (OAC) is comprised of representatives from organizations that signed on to the qualified data sharing agreement. This committee held its first meeting with organizations engaged in the legal onboarding process. The meeting focused on providing some background on HIA, its governance structure, the importance of shared governance and a discussion about initial data sharing scenarios.

Additionally, the communications firm IMAJ Associates has been hired to help with establishing the HIA website and communications, including branding, outreach, education activities. The HIA website will include general information about HIA and serve as the source of information and direction for anyone who wishes to express the decision to opt out of data sharing through the HIE.

Allan provided an update on general business operations. With use of the seed money, there has been progress made on basic business operations including

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selecting software for accounting functions, hiring Shipman and Goodwin LLP for contracting, HIPAA and data privacy. Additionally, the firm Novus Insight has been hired for IT infrastructure.

c. Executive Director Search Committee Report

Mark Raymond reported that Executive Director Search Committee is making good progress. As of last week, 12 applications were received. Next steps are to review applications with the search firm and conduct first round interviews.

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

b. Policies: Second Read and Adoption

Motion: Allan Hackney asked for a motion that the Board adopt the proposed policies. John Vittner created the motion. Allen Davis seconded. There was no further discussion. **Motion carried.**

- 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

II. Adjournment

Motion: Allan Hackney asked for a motion to adjourn. Mark Raymond made a motion to adjourn at 5:40 pm. **None opposed.**