

Board of Directors Meeting Agenda
January 11, 2023
4:00-6:00 pm
Regular Meeting

Join Zoom Meeting

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Dial by your location

+1 646 558 8656 US (New York)

Meeting ID: 868 4267 0444

Passcode: 119480

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.
 - d. Approval: Board Meeting Minutes
RECOMMENDED ACTION: That the Board approve the November meeting minutes.
- II. Public Comment
- III. Reports
 - a. Board Chair
 - b. Executive Director
 - c. Finance & Audit Committee
 - d. Privacy, Confidentiality, and Security Committee
- IV. Business Agenda
 - a. Appointment of Board Secretary
 - b. Data Release Policy
RECOMMENDED ACTION: That the Board approve the proposed Data Release Policy.
RECOMMENDED ACTION: That the Board rescind the Use Case Approval policy.
 - c. Connie Consumer Outreach Update
- V. Executive Session

RECOMMENDED ACTION: That the Committee enter into executive session to discuss corporate strategy pertaining to trade secrets.

VI. Adjournment

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Board of Directors Meeting Agenda Meeting Minutes

January 11, 2023

4:00-6:00 pm

Regular Meeting

[Zoom Recording](#)

- Directors Present:** Sumit Sajnani, Pat Charmel, Mark Raymond, Claudio Gualtieri, Commissioner Andrea Barton Reeves, Jose Crespo. Absent: Lisa Stump, Stacia Grosso, Dr. Allen Davis
- Welcome:** Sumit Sajnani welcomed the Board and called the meeting to order at 4:02 pm.
- Roll Call:** Gwen Reyes called the roll and confirmed a quorum.
- Meeting Agenda:** Sumit Sajnani requested a motion to approve the meeting agenda. Jose Crespo created a motion to accept the agenda. Pat Charmel seconded the motion. No further discussion. Motion passed.
- Meeting Minutes:** Sumit Sajnani requested a motion to approve the November board meeting minutes as submitted. Mark Raymond created a motion to accept the minutes. Pat Charmel seconded the motion. No further discussion. Motion passed.
- Public Comment:** None.
- I. Reports
- a. Board Chair
 - i. Sumit Sajnani informed the Board that the Governor re-appointed positions within DSS and OHS, which has an impact on Connie. It was announced that Andrea Barton Reeves was made the Commissioner of DSS, and the prior Commissioner, Dr. Diedre Gifford, as the Executive Director of OHS. The statute dictates a board seat is assigned to the Commissioner of DSS, therefore Commissioner Andrea Barton Reeves is now a member of the board.
 - ii. Sumit Sajnani also refreshed all those in attendance of the relationships between Connie, DSS, and OHS. For example, Connie's funding is derived from the OHS contract.
 - iii. Sumit Sajnani introduced Commissioner Andrea Barton Reeves and thanked Dr. Gifford for her time on the Board. Both the Commissioner and Dr. Gifford spoke briefly.
 - b. Executive Director
 - i. Jenn Searls indicated the Connie OHS Contract is in the process of being reviewed and approved, no issues are anticipated.
 - ii. Jenn Searls provided an onboarding update. Some highlights are that there are currently 30 hospitals providing data into Connie and another 7 that are in the process of technical onboarding into Connie. Progress has also been made with ambulatory organizations as well as pharmacies. Jenn Searls went on to provide additional highlights relating to specific organizations that had significant progress over the holiday season.

- iii. There have been many instances of Connie performing outreach and communications, examples included Connie's presence at the CMGMA Best Practices Symposium and Leading Age Conference, as well as conducting an OHS email campaign.
- iv. An update on Use Case Planning and Development was provided. A number of use cases are in the pipeline for development during this fiscal year as well as performing feasibility determinations on use cases planned for FY24.
- c. Finance & Audit Committee – no update as this committee has not met since the last board meeting.
- d. Privacy, Confidentiality, and Security Committee
 - i. Mark Raymond indicated that the committee had its first stand-up meeting on December 7th. This meeting primarily focused on familiarizing the committee members with how the committee is conducted, an orientation of the tasks that lie ahead, and a review of the charter and FOIA guidelines.
 - ii. Mark Raymond informed the Board that Lisa Stump would be stepping down as a committee member due to her and Glynn Stanton providing similar representation on the committee. Mark Raymond shared that he would reach out to the Board to see if anyone else would like to step into this role. Sumit Sajnani emphasized the importance of having Board member participation in the committee.

II. Business Agenda

- a. Appointment of Board Secretary: Sumit Sajnani informed the Board that Gwen Reyes is replacing Tara McGovern as Board Secretary as Tara McGovern has moved on to another opportunity. Sumit Sajnani requested a motion from the Board to approve the appointment of Gwen Reyes as Board Secretary. Pat Charmel made the motion to approve the appointment and Claudio Gualtieri seconded. No further discussion. Motion passed.
- b. Data Release Policy:
 - i. Bill Roberts indicated there have been no comments or changes made to the Data Release Policy since the first read. Bill Roberts provided a highlights review of what has occurred thus far to bring Board members who were not able to attend the previous meeting up to date. There was some discussion regarding data disclosures between Bill Roberts and Commissioner Andrea Barton Reeves. Mark Raymond asked questions about the data disclosures as well in terms of how they're publicized and opt-outs. Sumit Sajnani inquired about how SUD data is referenced in the policy to which Bill Roberts responded it's not mentioned.
 - ii. Sumit Sajnani requested an amended motion to approve the Data Release Policy with the amendment to reflect the opt-out provision in the policy. Mark Raymond created the amended motion. Jose Crespo seconded the amended motion. No further discussion. Motion passed.
 - iii. Pat Charmel inquired what should be disclosed publicly through the board reporting. Sumit Sajnani responded providing an example of disclosures the state makes such as requests for research purposes. Discussion continued regarding what kinds of disclosure reporting should occur.
 - iv. Sumit Sajnani requested a motion to rescind the Use Case Approval Policy. Jose Crespo made the motion to rescind, and it was seconded by Commissioner Andrea Barton Reeves. No further discussion. Motion passed.
- c. Connie Consumer Outreach Update
 - i. Michelle Puhlick introduced CommunicateHealth (CH), who is assisting Connie with their consumer outreach project. The Connie team is working with CH to develop a patient-centered communication plan.

- ii. CH conducted an environmental scan as well as formative research and message testing, which is still in progress. The results of the environmental scan were presented as well as patient outreach materials.
 - iii. Next steps are to finalize the formative research and message testing as well as invite Board members to join a feedback session and provide recommendations.
 - iv. Michelle Puhlick wrapped up with closing comments on the presentation and Sumit Sajnani made some comments about outreach. Pat Charmel offered his organization's help to provide feedback and comments on outreach efforts.
- III. Executive Session – Sumit Sajnani requested a motion to enter executive session to discuss corporate strategy pertaining to trade secrets with Jenn Searls and Michelle Puhlick. Mark Raymond motioned to enter executive session. Claudio Gualtieri seconded the motion. No further discussion. Motion passed. The board entered executive session at 5:33 pm.
- IV. Adjournment – The board exited executive session and adjourned at 6:33 pm.