

Connie Privacy, Confidentiality, & Security Committee Meeting Minutes

January 11, 2024

9:30-11:00 am

Regular Meeting

[Zoom Meeting Recording](#)

Committee Members Present: Mark Raymond, Pat Checko, Vanessa Andrews, Angela Rizzolo, Liz Taylor, Glynn Stanton, Kelly Riccitelli, Christine Rough. Absent: None.

Opening

Welcome: Mark Raymond welcomed the Committee and called the meeting to order at 9:32 am. Mark Raymond welcomed guests Sean Hicks and Marc Hunter (CompliancePoint), Heidi Wilson (Connie's HIE Services Director), Bill Roberts (Connie's legal counsel), and Serena Bryson (CSS IT Team).

Roll Call: Gwen Reyes called the roll and confirmed quorum.

Meeting Agenda: Mark Raymond requested a motion to accept the meeting agenda. Pat Checko created a motion to accept the agenda. Glynn Stanton seconded the motion. No further discussion. Motion passed.

Meeting Minutes: Mark Raymond requested a motion to approve the October meeting minutes as submitted. Vanessa Andrews created a motion to approve the minutes. Pat Checko seconded the motion. No further discussion. Motion passed.

Public Comment: None.

Reports

Chair Report: Mark Raymond welcomed the committee to the first meeting of 2024 and announced that Connie has started the process of becoming HITRUST certified. Mark Raymond indicated that CompliancePoint is in attendance to present on the HITRUST agenda item as they've been engaged to support Connie in this endeavor. Mark Raymond informed the committee that discussions related to Information Handling Practices that occurred during 2023 continue during this meeting. The laws that govern information handling, permitted purposes for data release, and the federal information blocking rule were previously presented and today's meeting focus will be on consent. Mark Raymond reminded the committee that there is an open seat therefore any recommendations can be sent to him or Michelle Puhlick.

Connie Report: Michelle Puhlick reported the HITRUST certification work began and that CompliancePoint will provide details on this topic. The first stage of the process is a policy and procedure review, which is currently taking place. Michelle Puhlick also shared Connie's progress towards implementing the Patient Portal. Connie is currently in the development phase which began

with the RFQ process to identify a technical partner for this project. Connie is working on finalizing the vendor agreement and project scope necessary to stand up the Portal. Connie's anticipated go-live is in the fall.

Information Handling Practices Discussion - Consent: Mark Raymond introduced the topic. Heidi Wilson presented an overview of consent through Connie, the opt-out workflow and form, affirmative consent, and the roadmap ahead.

HITRUST Certification: Mark Raymond introduced the topic. CompliancePoint provided an overview of the assessment process, project scope, and next steps.

Executive Session: Mark Raymond requested a motion to enter executive session to discuss security strategy with Michelle Puhlick and Serena Bryson. Mark Raymond requested a motion to move into executive session. The motion was created by Christine Rough and seconded by Angela Rizzolo. No further discussion. Motion passed. The committee entered executive session.

Adjournment: Mark Raymond requested a motion to adjourn. Christine Rough created a motion to adjourn. Angela Rizzolo seconded. No further discussion. The committee adjourned.