

**CT Health Information Technology and Exchange Advisory Committee  
Minutes  
Monday, November 16, 2009**

The second meeting of the CT Health Information Technology and Exchange Advisory Committee was held on Monday, November 16, 2009 at the Connecticut Department of Information Technology, 101 East River Drive, East Hartford, CT.

**Call to Order**

Warren Wollschlager, Chief of the Office of Research and Development at the Department of Public Health, called the meeting to order at 10:00 A.M.

**Voting Members Present:** Lt. Governor Michael Fedele, Thomas Agresta, M.D. (phone), Lisa Boyle, Daniel Carmody, Kevin Carr, Peter Courtway, Kenneth Dardick, M.D., Nancy Kim, M.D., Mark Masselli, M.D. Absent: Susan Bruschi, Josh Rising,

**Non-voting State Agency Representatives:** Robert Galvin, M.D. (DPH), Meg Hooper (DPH), Michael Varney (DOIT), Marcia Mains (DSS), John Gadea, Jr. (DCP), Barbara Parks Wolf (OPM), Cristine Vogel (OHCA/DPH), Jamie Mooney (Norwalk Hospital/Office of Healthcare Advocate),

**Other Attendees:** Warren Wollschlager (DPH), Marianne Horn (DPH), Denise Leiper (DPH), Jill Kentfield (DPH), Xaviel Soto (DCP), Rivka Weiser (DSS), Andrea Schroeter (DSS), Helen George (Nexus Resources, Inc.), Jeremy George (Nexus Resources, Inc.), Burt Johnson (CVOC/CANPFA), Brooks Campion (Robinson & Cole, LLP), Bryan Cafferelli (Lt. Governor's Office), Marie Moronile Mehler (CMHA)

**Opening Remarks**

Dr. Robert Galvin welcomed members and thanked them for their commitment to the Advisory Committee. Due to some members being a few minutes late, he asked if there was public comment before starting the agenda.

**Public Comment**

Helen George, President of Nexus Resources, Inc. introduced herself and told the group that they are involved with assisting the disabled communities and the agencies that support them, to use technology safely and effectively. They are aware of the federal HITECH Act and want to be involved in discussions to be sure that the legal and technological issues are addressed for the disabled.

**Introductions**

Members and agency representatives introduced themselves.

**Review of Minutes**

Dr. Galvin asked the Advisory Committee members to consider the minutes from the October 27, 2009 meeting.

**MOTION:** Upon a motion made by Peter Courtway, seconded by Daniel Carmody, the Advisory Committee members voted in favor of adopting the minutes of the October 27, 2009 meeting as presented. **MOTION PASSED UNANIMOUSLY.**

### **Overview of Other Materials**

- HITE AC Attachments: A “Table of Documents” were developed and shared with Committee members to assist in keeping track of all the reference material. Each meeting will have numbered documents and will be referred to as such.
- HITE AC Transcript of 10/27/09: Two members commented that the transcript of the October 27, 2009 meeting included errors. Lisa Boyle stated that comments on page 79 were attributed to her when they were stated by another member.
- Mark Masselli pointed out that there are two “L”s in his name. Warren Wollschlager explained that the next transcript would include their comments, correcting the previous one. If there is a real need to have the transcript corrected, there is a mechanism to do that.
- HIT Plans– NY and VT: Sent to members for review as to the level of detail needed; however, neither have been approved by ONC as of yet.
- Federal HIT Domains: This document was cut and pasted from the Cooperative Agreement package to document the requirements for the strategic and operational plans.

### **State HIT Strategic and Operation Plans**

- Options: Warren Wollschlager shared a draft document with members documenting the standards for sole source contracting and the exception granted to DOIT.
- Draft Scope of Work: Mike Varney (DOIT) reported that they had looked at the firms on their consultant master contract list which would possess the necessary requirements for preparing strategic and operational plans and spoke to Gartner. Gartner is working with others states including Pennsylvania, Arizona, Texas and California, on similar projects. Gartner also has experience working on the national level with the ONC. Discussion ensued regarding experience with Gartner and their expertise beyond the state structure but on the national level, sole sourcing and master contracts, the need to look at other firms on the master contract, time frames, available funding (approximately \$500,000 available for the plans), who applied to the RFP for the original state HIT plan, and the need to review others on the DOIT master contract list. After discussing the above, it was decided to move forward with formal discussions with Gartner.

**MOTION:** Upon a motion made by Daniel Carmody, seconded by Kevin Carr, the Advisory Committee members voted in favor of the Department of Public Health moving forward with discussions with Gartner on a viable scope of work, with cost estimates, pending advice from DOIT including the need to review other firms on the master contract. **MOTION PASSED UNANIMOUSLY.**

### **Next Steps**

- Formation of Subcommittees
  - Federal Domains: There is a need to form subcommittees based on the five domains specified in the federal grant application. These include: Governance, Finance, Technical Infrastructure, Business and Technical Operations, Legal/Policy. The idea is to have a committee member head each subcommittee with staff from

the state agencies, and experts that they work with or have been referred to assist in the work of the subcommittee. Subcommittee members do not have the full obligations that committee members do including they are not deemed public officials and meetings do not have to be noticed with the Secretary of the State's Office. Commissioner Vogel spoke about the importance of including individuals that will have the time to give to this important work. Sometimes it's best to include only 4-6 individuals who can commit to getting the work done rather than a larger group where some members can't contribute their time. It is a good idea to share the Bios of key individuals to see which subcommittee might be the best fit.

- o Special Populations: There are areas that need to be included that were not given much discussion in the federal guidance document including the disabled community, long-term care, which need to be included in discussions.

Warren Wollschlager requested that bios and nominations for subcommittee chairs be forwarded to him at [warren.wollschlager@ct.gov](mailto:warren.wollschlager@ct.gov) and he will put together some lists and responsibilities of subcommittees.

**Next Meeting: December 21, 2009, 12:00-2:00 P.M.** Personal lunches can be brought in. DOIT does have a cafeteria behind the meeting room.

### **New Business**

Committee members asked if the tables could be arranged in a smaller group.

### **Adjourn**

With the unanimous consent of the Committee, the meeting was adjourned at 11:20 AM.