

Health Information Technology Exchange of Connecticut

Board of Directors Meeting Minutes

Monday, June 27, 2011

4:30 PM – 6:30 PM

COMMITTEE MEMBERS PRESENT: Lt. Governor Nancy Wyman (phone), Commissioner Jewel Mullen, (Chair), Thomas Agresta, (Vice Chair), Daniel Carmody (Secretary), John Gadea, Steve Casey, Peter Courtway (phone), Mark Heuschkel, John Lynch (phone), Mark Masselli, (phone) Angela Mattie, Victoria Veltri

COMMITTEE MEMBERS ABSENT: Ellen Andrews, Ronald Buckman, Kevin Carr, Brenda Kelley, Barbara Parks Wolf

STATE AGENCY REPRESENTATIVES: Meg Hooper (DPH), Marianne Horn (DPH), Sarju Shah (DPH), Xaviel Soto (DCP), Kate Winkeler (DPH)

PUBLIC REPRESENTATIVES: Bruce Chudwick (Shipman & Goodwin), Lori Reed-Fourquet (representative of the HITE-CT Technical Committee review team).

CALL TO ORDER

T. Agresta called the meeting to order at 4:45 PM.

REVIEW OF MINUTES

T. Agresta asked the Board to consider the minutes from June 20, 2011. **MOTION:** Upon a motion made and seconded by S. Casey and J. Gadea, respectively, the Board voted in favor of adopting the minutes from June 20, 2011. **Motion Passed.**

HITE-CT Business: Interim Hiring Process

M. Masselli discussed the importance of hiring an interim Executive Director to support the HITE-CT to move forward with the needed project management. The interim Executive Director position will hopefully be filled prior to the vendor negotiations.

MOTION: M. Masselli moved to empower the Personnel Search Committee to solicit, identify, screen qualified candidates, and make recommendations to the Executive Committee; to authorize the Executive Committee to make a final decision with regard to hiring an interim Executive Director; and, that the Vice-Chair/Treasurer is authorized to sign any and all letters and/or agreements necessary to hire an interim Executive Director for the HITE-CT. The motion was seconded by M. Heuschkel. **Motion Passed.**

D. Carmody requested to amend the motion so that the interim Executive Director's cost does not exceed what was allocated in the annual budget. If the cost of the interim Executive Director does exceed the allocated amount then it must be brought back to the Board for approval. This was seconded by S. Casey. The motion to amend the motion was approved. The amended motion was approved.

PUBLIC COMMENT

No Public Comment

EXECUTIVE SESSION

S. Casey moved to have the Board move into Executive Session to review the Request for Proposals responses for the HITE-CT. Dan Carmody seconded the motion. Bruce Chudwick, Meg Hooper, Marianne Horn, Sarju Shah, Xaviel Soto, Lori Reed-Fourquet and Kate Winkeler were invited into Executive Session.

Executive Session ended at 6:20 PM.

MOTION: T. Agresta moved that the Chair (or Chair's designee) and Vice-Chair will empower a team to develop the Scope of Work, complete financial review, and begin the process of negotiating with the vendors so that a final decision can be announced at the next Board of Directors meeting on July 18.

ADJOURNMENT

Upon a motion made and seconded by T. Agresta and D. Carmody respectively, the Board meeting adjourned at 6:30PM.

DRAFT