



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**Tuesday, February 4, 2014**

**4:30 pm – 5:20 pm**

**Bureau of Enterprise Systems and Technology  
East Hartford, CT**

**COMMITTEE MEMBERS PRESENT:** Mark Raymond (Chair/Treasurer), Daniel Carmody (Secretary) (phone), Ellen Andrews (phone), Commissioner Roderick Bremby (phone), Ron Buckman (phone), Kevin Carr (phone), Demian Fontanella (representing Victoria Veltri) (phone), Vanessa Kapral (for Commissioner Mullen, DPH) (phone), Angela Mattie (phone), Bettye Jo Pakulis (representing Lieutenant Governor Nancy Wyman), Steven Thornquist, Barbara Parks Wolf

**COMMITTEE MEMBERS ABSENT:** John Gadea, Mark Masselli

**HITE-CT & HIT Coordinator:** Christine Kraus (Administrative Project Officer), Louis Matteo (IT Project Lead), Minakshi Tikoo (HIT Coordinator) (phone), Bruce Chudwick (Shipman & Goodwin)

**STATE AGENCY REPRESENTATIVES:** Joan Soulsby (OPM) (phone)

**PUBLIC REPRESENTATIVES:** None

**CALL TO ORDER**

M. Raymond called the meeting to order at 4:38 PM.

**HITE-CT BOARD OF DIRECTORS MEETING MINUTES – January 7, 2014 Meeting Minutes**

**MOTION:** A motion was made and seconded by V. Kapral and R. Buckman respectively, to approve the minutes with the amended meeting dates. All in favor. **Motion passed.**

**HITE-CT BOARD BUSINESS**

**Treasurer's Report**

C. Kraus provided the current financial status of HITE-CT.

For current status as of 1/31/14: total assets = \$1,942,589.90. HITE-CT's current liabilities are \$9,596.17. The net income is \$172,182.33. C. Kraus presented the cash flow document. Total expenses for January 2014 are \$25,533.93. C. Kraus noted that the financials are in draft, as the audit is in process, soon to be completed. The financials have been adjusted to reflect the terms of the Axway settlement. D. Carmody asked for more detail about the Software in development account and about the timeframe for depreciation. He also asked for a run rate going forward. C. Kraus will follow up with this information. No other revenue is expected through the end of the grant period (3/14/14). All funds must be expended by this date, except for close-out expenditures. Any remaining grant funds will be returned to the Department of Public Health.

**MOTION:** A motion was made and seconded by D. Carmody and S. Thornquist, respectively, to approve the Treasurer's report. All in favor. **Motion passed.**

## **HITE-CT AGENCY BUSINESS**

### **REPORT/UPDATE**

L. Matteo reported that a virtual machine (basically the hardware required to run the Provider Directory and EMPI) has been created by the IT group at the Bureau of Enterprise Systems and Technology (BEST). Secure access for the Nextgate team is scheduled to be configured this week. Once access is granted, the vendor will begin installation of the application. With regard to the Provider Directory, files generated by DSS and DPH have been given to NextGate for review and to run through their analyzer to check data formatting. For the Enterprise Master Patient Index (EMPI), NextGate is providing sample patient files to use for testing. The Board discussed how we are building the capability for the EMPI, but it is not yet being populated with patient data. M. Raymond mentioned that we are in discussion with the Department of Social Services (DSS) about a data sharing agreement and how this capability can be used for the agency.

B. Parks-Wolf asked about the proportion of Connecticut providers that are included in the Provider Directory as part of the start-up activities. L. Matteo reported that the current test file includes approximately 10,000 providers.

### **Annual Report**

C. Kraus noted that the HITE-CT Annual Report to the General Assembly was distributed, as required, prior to the February 1, 2014 deadline.

### **Legal Counsel Contracts**

HITE-CT's contracts with legal counsel expire on 2/28/14 (i.e., Shipman & Goodwin and Updike; Kelly & Spellacy). The contracts are used on an "as-needed" basis with stipulated rates. Shipman & Goodwin provide counsel related to logistics and Board-related legal support. Updike, Kelly & Spellacy were hired for contract and litigation activities. M. Raymond noted that there will be a need for legal services through the fiscal year, if not longer. HITE-CT grant funds can only be used for activities through March 14, 2014 and for activities related to grant close-out costs. The Sustainability Committee is discussing funding options through the end of the fiscal year.

**MOTION:** A motion was made and seconded by S. Thornquist and R. Buckman, respectively, to extend the legal contract with Shipman & Goodwin for one year. All in favor. **Motion passed.**

**MOTION:** A motion was made and seconded by S. Thornquist and V. Kapral, respectively, to extend the legal contract with Updike, Kelly & Spellacy for one year. All in favor. **Motion passed.**

### **CONSENT2SHARE PILOT**

The Board discussed the Consent2 Share Pilot and deemed that HITE-CT was not in the position to apply or deliver on the award. The application deadline was 2/7/14. No action was taken.

## **OTHER BUSINESS**

M. Raymond reported that a few members of the Sustainability Committee met in mid-January to discuss what is happening in the HIE marketplace and how we can meet ongoing needs and facilitate the exchange of information. Commissioner Bremby affirmed DSS's interest in providing incremental funding for use and support of the Provider Directory. This functionality would enable DSS to kick-start their efforts towards meaningfully exchanging data for Medicaid participants.

With the Board's support we would pursue a short-term MOU/MOA between HITE-CT and DSS to accommodate that functionality. The focus is on a short-term plan to cover funding for the period between 3/15/14 – 6/30/14.

M. Raymond reported that there are ongoing discussions regarding the sustainability of HIE in the state. The next step is to review the organizational structure (i.e., the current quasi-public structure) and look at how we can best pay for quality outcomes in the health arena. M. Raymond asked for feedback and suggestions from the Board members.

E. Andrews requested a short description of the HIE work that will be done for Medicaid, how it will be used, how HITE-CT will be involved, and how it fits into the SIM project. The Board discussed the SIM report with regard to HIE. E. Andrews asked if HITE-CT would be involved in information sharing, privacy issues, or analytics. M. Raymond agreed that a written summary on the topic would be helpful. B. Parks-Wolf asked if AccessHealthCT is a potential customer for the Provider Directory, as they recently published an RFP to include this service. M. Raymond mentioned that there have been preliminary discussions about needs, capabilities, and the timeline for AccessHealthCT related to this functionality.

## **OTHER BUSINESS**

B. Parks-Wolf asked if the Board will continue to meet after 3/14/14—the end of the grant period. M. Raymond indicated that there is a statutory requirement to meet regardless of funding. He reiterated that our goal is to have a "post-grant plan" in the near future. Board meeting dates have been scheduled and posted for 2014. Board members were asked to keep those dates open on their calendars.

## **PUBLIC COMMENT**

None

## **ADJOURNMENT**

**MOTION:** A motion was made and seconded by S. Thornquist and V. Kapral, respectively, to adjourn. All in favor. **Motion passed.** The meeting adjourned at 5:20 p.m.

## **SCHEDULE OF MEETINGS**

*March 4, 2014*