



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, November 5, 2013
4:30 pm – 6:30 pm
Bureau of Enterprise Systems and Technology
East Hartford, CT**

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

COMMITTEE MEMBERS ABSENT: Ellen Andrews John Gadea, Mark Masselli, Angela Mattie

HITE-CT & HIT Coordinator: John DeStefano (Chief Technology Officer), Christine Kraus (Administrative Project Officer), Minakshi Tikoo (HIT Coordinator), Bruce Chudwick (Shipman & Goodwin), Kevin McEleney (Updike, Kelly & Spellacy)

STATE AGENCY REPRESENTATIVES: none

PUBLIC REPRESENTATIVES: Ed Tierney

CALL TO ORDER

M. Raymond called the meeting to order at 4:46 PM. He welcomed V. Kapral to the Board as the designee for Commissioner Mullen.

HITE-CT BOARD OF DIRECTORS MEETING MINUTES – October 1, 2013 Meeting Minutes

MOTION: A motion was made and seconded by D. Carmody and M. Raymond respectively, to approve the minutes. All in favor. **Motion passed.** B.J. Pakulis abstained.

HITE-CT BOARD BUSINESS

Treasurer's Report

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

For current status as of 10/31/13: total assets = \$221,782.81. HITE-CT's current liabilities are \$2,622,152.22 leaving a net income of -\$182,556.61. C. Kraus presented the cash flow document. Total expenses for October 2013 are \$40,161.53.

MOTION: A motion was made and seconded by R. Buckman and M. Raymond, respectively, to approve the Treasurer's report. All in favor. **Motion passed.**

EXECUTIVE SESSION

Pursuant to Conn. Gen. Stat. Section 1-200(6)(B) strategy and negotiations with respect to a pending claim with the Axway contract.

MOTION: At 4:53 p.m. a motion was made and seconded by R. Bremby and R. Buckman, respectively, to move into Executive Session to discuss attorney-client privileged communications relating to the strategy and negotiations with respect to a pending claim with the Axway contract. All in favor. **Motion passed.** K. McEleney, B. Chudwick, J. DeStefano, C. Kraus, and M. Tikoo were invited to attend.

Executive Session ended at 5:42 p.m.

HITE-CT AGENCY BUSINESS

CTO REPORT

J. DeStefano reported that the Rhode Island Quality Institute (RIQI) is cancelling its contract for the procurement of services around certificates for the Southern New England Trust Community. They are still interested in developing the Community with other interested parties (e.g., Regional Extension Center). RIQI leaders had previously mentioned that the lifespan of the local marketplace is short-term. DirectTrust.org is in the early stages of creating a national framework to handle Direct messaging for the entire country. It could potentially include as many as 100 HISP vendors that would be able to securely communicate with each other. It is expected this would supersede the RIQI marketplace. The limited lifespan of RIQI, HITE-CT's inability to get the Voucher Program started, and the upcoming end-date of the grant (March 2014) led to RIQI's decision to end the contract with HITE-CT. J. DeStefano reiterated that the RIQI Direct marketplace offered providers HISP vendors that had been vetted.

J. DeStefano thanked the Board for all their support, as this would be his last CTO report. His last day at HITE-CT is 11/8/13. He noted that while we didn't make the progress anticipated, he believes we have put things in place that will benefit HIE for CT citizens going forward. M. Raymond and several Board members thanked J. DeStefano for his work at HITE-CT.

IN-KIND MATCH

C. Kraus reported that the 3Q13 HITE-CT In-Kind statements were submitted to the Department of Public Health (DPH) on 10/31/13.

M. Raymond noted that the ONC federal grant requires an in-kind contribution of \$3 to \$1—that is a three-to-one match of federal funds and other funds or incoming contributions. HITE-CT is currently short on the match. There are on-going discussions with DPH and ONC about the possibility of a match over the entire grant (i.e., DPH and HITE-CT in-kind would be combined). M. Raymond will report back at the next Board meeting.

FINANCIAL REPORT STATUS

C. Kraus had reported previously that the HITE-CT Year 1 Financial Expenditure Reports were approved by DPH. We are waiting for final approval of Year 2 Financial Expenditure Reports.

AUDIT UPDATE

The accountants from Mahoney, Sabol & Company completed their transactional testing and are working with CohnReznick on the final reporting. Rob Howard, the partner of the firm working on the audit, died in a tragic accident. Another engagement partner will take the lead on our audit. Once we have final signoff on the Year 2 Financial Expenditure reports, our accountants can finalize the financial

statements for the audit.

OTHER BUSINESS

Sustainability Working Group

M. Raymond reported that the Sustainability Working Group had an initial meeting on 10/21/13. More dialogue is required. The minutes will be distributed to the Board.

Voucher Plan

M. Raymond opened discussion of the Voucher Plan. As previously reported, the Voucher Plan was not part of the original DPH/HITE-CT Memorandum of Agreement and requires a contract amendment. All financial reporting must be finalized prior to the finalization of the amended contract. The Board had previously authorized the Voucher Program contingent on available funds. No funds can be distributed for vouchers without the contract amendment from DPH. M. Raymond recommended that given the cancellation of the RIQI agreement, the Board suspend its authority to proceed with the Voucher Program.

Board members discussed how to proceed with the Voucher Plan, given the end of the RIQI partnership and the need for Attorney General approval of a contract amendment. The original Board motion “authorized the Executive Committee to put the Voucher Plan into action with a budget limit of \$270,000 contingent on the approval of the revised MOA with DPH” (4/2/13). The Voucher Program would allow providers to sign up for one year of free Direct messaging services from a Direct service provider who is part of the RIQI marketplace.

MOTION: A motion was made and seconded by R. Buckman and S. Thornquist, respectively, to amend the Voucher Plan to remove the restriction that Direct services be obtained through the RIQI marketplace in order to execute the program. The Voucher Plan is subject to available funds. All in favor. **Motion passed.** V. Kapral and R. Bremby abstained.

PUBLIC COMMENT

None

ADJOURNMENT

MOTION: A motion was made and seconded by R. Buckman and S. Thornquist, respectively, to adjourn. All in favor. **Motion passed.** The meeting adjourned at 6:09 p.m.

SCHEDULE OF MEETINGS

December 3, 2013