



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Wednesday, November 20, 2013
5:30 pm – 6:00 pm
Bureau of Enterprise Systems and Technology
East Hartford, CT**

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

COMMITTEE MEMBERS ABSENT: Commissioner Roderick Bremby, Kevin Carr, Steven Thornquist

HITE-CT & HIT Coordinator: Christine Kraus (Administrative Project Officer), Minakshi Tikoo (HIT Coordinator) (phone), Kevin McEleney (Updike, Kelly & Spellacy)

STATE AGENCY REPRESENTATIVES: Karen Buffkin (OPM), Joan Soulsby (phone)

PUBLIC REPRESENTATIVES: None

CALL TO ORDER

M. Raymond called the meeting to order at 5:34 PM. He thanked everyone for participating in the special session of the Board.

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 5:37 p.m. a motion was made and seconded by R. Buckman and M. Raymond, 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, C. Kraus, M. Tikoo, K. Buffkin, and J. Soulsby were invited to attend.

Executive Session ended at 5:52 p.m.

HITE-CT AGENCY BUSINESS

DPH/HITE-CT CONTRACT AMENDMENT

M. Raymond reported that the draft contract amendment to the Memorandum of Agreement (MOA) between Health Information Technology Exchange of CT (HITE-CT) and the Department of Public Health (DPH) was distributed to all the Board members prior to the meeting. He summarized the amendment

as follows:

- It allows HITE-CT to amend the contract between HITE-CT and Axway.
- Unspent grant funds from Years 1 and 2 can be used in Year 3.
- It reduces the overall grant amount to account for unmatched funds we were not able to provide.
- It allows us to move some of the salary dollars for the CTO salary to a temporary technical resource to assist with product installations (i.e., the Provider Directory and Enterprise Master Patient Index (eMPI)).
- It reduces the timeframe to return unspent funds from 90 days to 60 days after the end of the grant to allow for the full closeout timeline.

MOTION: A motion was made and seconded by D. Carmody and R. Buckman, respectively, to approve entering into the agreement between the Department of Public Health and HITE-CT for this contract amendment. All in favor. **Motion passed.**

AMENDED AXWAY CONTRACT

M. Raymond mentioned that the amended Axway contract had been distributed to the Board members on 8/5/13 for their review. No subsequent changes have been made.

MOTION: A motion was made and seconded by D. Carmody and R. Buckman, respectively, to seek conditional approval to enter into the amended Axway contract agreement based on approval by the Attorney General. All in favor. **Motion passed.**

AUTHORIZATION FOR SHORT-TERM TECHNICAL ASSISTANCE

MOTION: A motion was made and seconded by R. Buckman and M. Raymond, respectively, to authorize the process of procuring a temporary technical lead consultant to work with the vendor on the installation of the Provider Directory and eMPI products given the open CTO position. The procurement is contingent on the approval of the amended DPH/HITE-CT contract by the Attorney General. All in favor. **Motion passed.**

OTHER BUSINESS

No other business

PUBLIC COMMENT

None

ADJOURNMENT

MOTION: A motion was made and seconded by R. Buckman and M. Raymond, respectively, to adjourn. All in favor. **Motion passed.** The meeting adjourned at 5:58 p.m.

SCHEDULE OF MEETINGS

December 3, 2013