



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
EXECUTIVE COMMITTEE REGULAR MEETING
AUGUST 27, 2012 MINUTES
4:30 PM – 6:30 PM
CONNECTICUT DEPARTMENT OF PUBLIC HEALTH**

COMMITTEE MEMBERS PRESENT: Commissioner Jewel Mullen (Chair), Tom Agresta (Vice-Chair), Dan Carmody (phone), Kevin Carr (phone), John Lynch

HITE-CT: David Gilbertson, John DeStefano, Chris Kraus, Lori Reed-Fourquet, Gregg Lallier (UKS)

DPH and STATE AGENCY REPRESENTATIVES: Marianne Horn, Karen Buffkin (OPM), Barbara Parks Wolf (OPM)

PUBLIC ATTENDEES: Minakshi Tikoo (UCHC)

CALL TO ORDER

J. Mullen recognized a quorum and called the meeting to order at 4:35 PM.

REVIEW OF MINUTES

MOTION: Upon a motion made and seconded by J. Lynch and T. Agresta, respectively, the Executive Committee moved for adoption of the minutes from August 6, 2012. All in favor; no opposed. **Motion passed** with J. Mullen's request for clarification that HITE-CT's long-term goal is a more integrated HIE.

DISCUSSION OF STRATEGY FOR HIE IMPLEMENTATION

D. Gilbertson reported that J. DeStefano is researching various Direct solutions, which are detailed in the "Lessons Learned" document that was distributed. One alternative to a Direct solution used by some states is to offer a HISP marketplace. Currently, we have not found a sustainability model for Direct as a standalone service.

D. Gilbertson explained that our current Axway solution is for a suite of HIE technologies, including Direct messaging. Because of our immediate focus on Direct, we are looking to right-size the contract. To offer Direct services, HITE-CT needs additional people/support services including certificate management, customer support, and marketing/outreach. J. DeStefano explained that there are no national standards for Direct, but we need to work on the trust fabric to be compliant with ONC and DirectTrust.org.

J. Mullen noted that Public Health reporting will have Direct Use Cases. D. Gilbertson confirmed that HITE-CT has worked with various staff members at DPH, but the needed technology for Direct is not yet in place at DPH. The goal is to create a statewide exchange that incorporates public health. The HIT Coordinator (M. Tikoo) will assist with creating a strategy to help implement the work with Public Health to ensure they meet their Stage 1 MU requirements.

J. Lynch asked about the broader plan and strategy going forward and what use cases are of immediate value (e.g., immunization registry, syndromic surveillance, patient readmission, care coordination, medication reconciliation, etc.).

J. Mullen asked if what we purchased from Axway will allow us to meet our short-term goals. She emphasized our grant requirements and the criticality of moving forward to achieve these goals.

EXECUTIVE SESSION

Pursuant to CGS Sec. 1-200(6)(B) Strategy and negotiations with respect to a pending claim with the Axway contract.

MOTION At 5:10 p.m. a motion was made and seconded by J. Mullen and T. Agresta, 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. D. Gilbertson, J. DeStefano, C. Kraus, L. Fourquet, M. Horn, G. Lallier, M. Tikoo, K. Buffkin, and B. Parks Wolf were invited to attend. All in favor. **Motion passed.** Executive Session ended at 6:30 p.m.

MOTION A motion was made and seconded by J. Lynch and J. Mullen, respectively, to authorize the Executive Committee and Senior Management to negotiate with Axway. All in favor. **Motion passed.** Executive Session ended at 6:30 p.m.

In preparation for the Axway meeting, J. DeStefano will provide G. Lallier a framework detailing expected deliverables for 9/30/12. A meeting will be scheduled with Axway's CFO and the HITE-CT Executive Committee.

BOARD OF DIRECTORS MEMBERSHIP

T. Agresta announced his resignation from the HITE-CT Board of Directors effective 9/17/12. He will continue to work with state agencies to meet Meaningful Use requirements. J. Mullen announced Peter Courtway's resignation from the Board of Directors. He will continue his work with the Technology Infrastructure Committee. She asked Committee members to forward recommendations for filling these Board memberships. The Board Treasurer responsibilities include reviewing monthly finances, approving CEO personal expenses, and signing off on contracts over \$50K. J. DeStefano will have bank account authority on 8/31/12. He can authorize payments and allowable purchases.

J. Mullen mentioned that Aleana Johnson and Mary Funari from DPH have requested a meeting with the HITE-CT accountant and C. Kraus to discuss grant reporting. C. Kraus will schedule a meeting.

CEO UPDATE

D. Gilbertson noted that J. DeStefano will replace him on our bank accounts and will assume the financial responsibilities of the CEO as detailed in the financial policies (e.g., authorizing payments of invoices, office supply purchases, etc.).

D. Gilbertson had distributed his administrative policy outlining the criteria for allowing the CEO to negotiate PTO during the hiring process, which met with the Committee's approval. He also distributed draft letters that will be sent to the Lieutenant Governor regarding HITE-CT funding. K. Buffkin requested a copy of the approved HITE-CT FY13 approved budget.

CTO UPDATE

J. DeStefano asked Committee Members to email him feedback about the Lessons Learned document.

OTHER BUSINESS

No other business.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

Upon a motion made and seconded by J. Lynch and J. Mullen, respectively, to adjourn. All in favor.

Motion passed.

The meeting adjourned at 7:15 PM.

SCHEDULE OF MEETINGS

September 10, 2012