



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
EXECUTIVE COMMITTEE SPECIAL MEETING
MARCH 21, 2014 MINUTES
11:30 AM – 12:00 PM**

*DAS Bureau of Enterprise Systems and Technology (BEST)
101 East River Drive, East Hartford, CT*

COMMITTEE MEMBERS PRESENT: Mark Raymond, Mark Masselli (phone), Kevin Carr (phone)

HITE-CT: Christine Kraus

Department of Social Services (DSS): Commissioner Roderick Bremby

CALL TO ORDER

M. Raymond recognized a quorum and called the meeting to order at 11:40 AM.

HITE-CT/DSS Memorandum of Understanding (MOU)

M. Raymond explained that the purpose of the meeting was to discuss and seek approval to enter into a Memorandum of Understanding with the Department of Social Services. Under the agreement HITE-CT will provide DSS Provider Directory services and support, and software and hardware. The terms of the agreement include, but are not limited to, the following:

- Agreement period is 3/15/14 – 6/30/14
- Total funding will not exceed \$172,020. All expenditures must be aligned with the approved budget.
- HITE-CT will install and maintain the Provider Directory application, and develop an interface between the Provider Directory and the DSS data feeds to collect new and updated providers.
- The Provider Directory must support the Healthcare Provider Directory Plus (HPD+) standard.
- Working with state agencies, HITE-CT will move the Provider Directory into production.
 - DAS/BEST will provide resources to support the bi-directional integration of provider interfaces between the source systems and the Provider Directory.
 - DSS will provide staff resources required for optimal maintenance, testing, and updates of the Provider Directory.
 - State agencies will help to establish policy and governance related to the Provider Directory.

To request a copy of the MOU, email Christine Kraus at HITE-CT (ckraus@hite-ct.org).

M. Masselli asked about the platform being used for the Provider Directory and also about the future of HITE-CT in FY15. M. Raymond responded that the platform used is the SQL Server Database, which is on virtual servers. He also explained that it is likely that the legislature will change the organizational structure of HITE-CT. Nothing is definitive at this time.

MOTION: A motion was made and seconded by K. Carr and M. Masselli, respectively, to approve the HITE-CT/DSS Memorandum of Understanding. All in favor. **Motion passed.**

MOTION: A motion was made and seconded by M. Masselli and M. Raymond respectively, to authorize Mark Raymond, HITE-CT Board Chair, to sign the HITE-CT/DSS Memorandum of Understanding. All in favor. **Motion passed.**

The Executive Committee will ask the full Board to ratify the MOU at the April 1, 2014 HITE-CT Board meeting.

In closing the meeting, R. Bremby emphasized the importance of adherence to HPD+ standards.

PUBLIC COMMENT

No public comment

ADJOURNMENT

MOTION: A motion was made and seconded by M. Masselli and M. Raymond, respectively, to adjourn. All in favor. **Motion passed.**

The meeting adjourned at 11:40 AM.