

**Health Information Technology Exchange of Connecticut
Executive Committee Regular Meeting
March 12, 2012 Minutes
4:30 PM – 6:00 PM
Connecticut Department of Public Health**

COMMITTEE MEMBERS PRESENT: Tom Agresta (Vice-Chair), Peter Courtway, John Lynch (phone), Mark Masselli (phone)

HITE-CT: David Gilbertson, Lori Reed-Fourquet (phone)

DPH REPRESENTATIVES: Marianne Horn, Kate Winkeler

PUBLIC ATTENDEES: Dr. Susan Israel

CALL TO ORDER

T. Agresta recognized a quorum and called the meeting to order at 4:40 PM.

REVIEW OF MINUTES

MOTION: Upon a motion made and seconded by P. Courtway and Mark Masselli, respectively, the Executive Committee moved for adoption of the minutes from February 15, 2012. **Motion passed.**

DPH HIE UPDATE

L. Fourquet updated the Committee on procured services with Axway and the expected next steps for HIE System development.

HITE-CT BUSINESS

Executive Director Report

HITE-CT has secured office space at BEST. D. Gilbertson is interviewing for staff.

D. Gilbertson, P. Courtway and L. Reed Fourquet will meet with representatives from Axway for a day-long meeting on 3/16/2012 to discuss:

Finances – contract and cash flow

Technology – Phasing on timing

Services provided by Axway vs. services provided by HITE-CT

Strategic and operational plan

Budget Update

Balance of \$295,000 to date.

CTO Recruitment

D. Gilbertson is scheduling first round interviews and will bring the top two candidates to the Committee for review. The issue of a benefits package is still outstanding.

Progress on Student Support

D. Gilbertson interviewed sixteen students at Capitol Community College to work with HITE committee chairs to help with agendas, minutes etc. He will forward each chairperson two resumes and the chairperson will select the student to work with if they so choose.

Communication and Branding

There is a need to brand HITE-CT. C. Kraus is working with BEST on developing the website. Logo options have been presented and must be finalized. The Committee discussed different components and sets of technologies for branding and offering these as services. D. Gilbertson will explore opportunities to recruit a communications student at CCC to help with a branding strategy.

Discussion on Pending Legislative Proposal

Raised Bill No. 368 will be addressed at the Public Health Committee meeting on 3/16/2012. The Executive Committee discussed concerns they had regarding this Bill. T. Agresta, with input from the Legal and Policy Committee and Privacy and Security Advisory Council, will draft testimony for HITE-CT.

MOTION: Upon a motion made and seconded by J. Lynch and P. Courtway, respectively, the Executive Committee moved to draft testimony to authorize the tabling of this Bill. **Motion passed.**

COMMITTEE UPDATES

Technology – Axway Workplan

P. Courtway discussed progress with the development of ramping on-boarding materials and the validating process.

Legal & Policy

The next meeting is scheduled for March 21, 2012 to review the BAA document for Board approval.

Other Business

Process for new committee members was discussed.

Public Comment

S. Israel spoke on patient consent and control over medical records and electronic vs. paper forms.

ADJOURNMENT

Upon a motion made and seconded by P. Courtway and J. Lynch, respectively, the meeting adjourned at 6:10 PM.

Next Meeting:

April 9, 2012.